

UNITED STATES GOVERNMENT
PRINTING OFFICE
STYLE MANUAL



January 1959



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UNITED STATES GOVERNMENT
PRINTING OFFICE

STYLE MANUAL

ISSUED BY THE PUBLIC PRINTER
UNDER AUTHORITY OF SECTION 51 OF AN ACT
OF CONGRESS APPROVED JANUARY 12, 1895

REVISED EDITION
JANUARY 1959



WASHINGTON : 1959

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RAYMOND BLATTENBERGER

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APPROVED BY
THE JOINT COMMITTEE
ON PRINTING

+

CONGRESS OF THE UNITED STATES,
JOINT COMMITTEE ON PRINTING,
Washington, November 14, 1958.

DEAR SIR: Receipt is acknowledged of the proof pages of the Government Printing Office STYLE MANUAL for inspection and approval.

The STYLE MANUAL as compiled and submitted is approved by the Joint Committee on Printing.

Respectfully,

CARL HAYDEN,
Chairman.

To the PUBLIC PRINTER,
Government Printing Office.

EXTRACT FROM THE
PUBLIC PRINTING LAW

OF JANUARY 12, 1895

+

SECTION 51. THE FORMS AND STYLE IN WHICH THE PRINTING OR BINDING ORDERED BY ANY OF THE DEPARTMENTS SHALL BE EXECUTED, AND THE MATERIAL AND THE SIZE OF TYPE TO BE USED, SHALL BE DETERMINED BY THE PUBLIC PRINTER, HAVING PROPER REGARD TO ECONOMY, WORKMANSHIP, AND THE PURPOSES FOR WHICH THE WORK IS NEEDED (U.S.C., TITLE 44, SEC. 216).

PREFACE

By act of Congress the Public Printer is authorized to determine the form and style of Government printing. The *STYLE MANUAL* is the product of many years of public printing experience, and its rules are based on principles of good usage and custom in the printing trade. In addition, the *MANUAL* attempts to keep abreast of and sometimes anticipate changes in orthography, grammar, and type production. It has grown with Government and the ever-expanding body of language with new terms and expressions.

Essentially, it is a standardization device designed to achieve uniform word and type treatment, and aiming for economy of word use. Such rules as are laid down for the submission of copy to the GPO point to the most economical manner for the preparation and typesetting of manuscript. Following such rules eliminates the need of additional chargeable processing by the GPO.

It should be remembered that the *MANUAL* is primarily a GPO printers stylebook. Easy rules of grammar cannot be prescribed, for it is assumed that editors are versed in correct expression. As a printers book, it necessarily uses terms which are obvious to those skilled in the graphic arts. A glossary of such printing terms to be complete would unnecessarily burden the *MANUAL*. (See bibliography on pp. 2-3.)

Its rules cannot be regarded as rigid, for the printed word assumes many shapes and variations in type presentation. An effort has been made to provide complete coverage of those elements which enter into the translation of manuscript into type.

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IDEAL COPY FOR PRINTER

Below is an example of a manuscript page showing double-spaced copy, copy preparation, type size and line width, leading, initial and display type marked, and proper placement of footnote. Page is complete and requires no copycutting. Tabular matter and illustrations should be submitted on separate sheets. (See rules 1.2, 1.5, 1.6, p. 1; 2.1, p. 7.)

10 pt 26½ pt F. I. C. Leaded 5-pica link 21

new odd page CHAPTER 2 case 865 Cols ctr

AUTHOR'S ALTERATIONS COST MONEY AND CAUSE DELAY Case 865 caps ctr

□ It is very tempting to make alterations to proofs. You can delete a word here . . . change a phrase there . . . put a comma somewhere else: there □ Case 862

2 line case 867 initial

□ In fact, each alteration or addition means laborious and therefore costly work for the printer. ** Every single letter and punctuation mark and space in a proof is represented by a tiny piece of metal called "type" or it may be a solid line of type (Linotype), which will be reset. Each correction may produce further errors. In addition, every time ^a the form has to be unlocked there is always the possibility that ~~the~~ ^{of} pieces of type will slip out of position and cause misprints. **

3 Leads
Expensive afterthoughts/ Case 862 Fl. left

2 Leads

□ Every alteration made in a proof means higher printing costs. No less important, they mean a delay which may result in postponement of publication date.

Author's alterations should be kept to the absolute minimum: printers' proofs are intended for checking, not for alteration.

It has been said that authors would dispense with most of their alterations if they had to pay on the spot for making them.

Most of the alterations made on proofs are avoidable because they ~~could~~ ^{should} have been made on the ~~typeset~~ ^{manuscript} before typesetting began. Too often an author thinks "Oh! never mind, I can always alter it on the proof." This attitude is disastrous—it leads straight to extra costs. Even the simplest ^{change} amendment, so easy to make on a proof, is [#] time-wasting and costly to carry out. **

Manuscript preparation should follow this Style Manual. C + AC

6 pt. footnote JOHN DOE, □
Printing Superintendent. □

Reprinted by courtesy of the British Federation of Master Printers, in collaboration with the Publishers Association.

1. SUGGESTIONS TO AUTHORS AND EDITORS

1.1. This *STYLE MANUAL* is intended to facilitate Government printing. Careful observance of the following suggestions will aid in expediting publication and in reducing printing expenditures.

1.2. Copy must be carefully edited in accordance with the style laid down herein before being sent to the Government Printing Office. Changes on proofs add greatly to the expense and delay the work.

1.3. Legible copy, not faint carbon copies, must be furnished. This is essential in foreign-language copy and in copy containing figures.

1.4. Copy should be sent flat, with the sheets numbered consecutively, and typewritten on one side of the paper only. If both sides of reprint copy are to be used, a duplicate must be furnished.

1.5. To avoid mutilation of copy, each page should begin with a paragraph.

1.6. Tabular matter and illustrations should be on sheets separate from the text, as each is handled separately during typesetting.

1.7. Proper names, signatures, figures, foreign words, and technical terms should be written plainly.

1.8. Manuscript and typewritten copy in a foreign language should be marked accurately as to capitalization, punctuation, accents, etc.

1.9. Footnote reference marks in text and tables should be arranged consecutively from left to right across each page.

1.10. Photographs, drawings, etc., for illustrations should accompany the manuscript, each bearing the name of the publication in which it is to be inserted and the figure or plate number. The proper place for each text figure should be indicated on the copy by inserting its number and title.

1.11. A requisition for work containing illustrations must be accompanied by a letter certifying that the illustrations are necessary and relate entirely to the transaction of public business (U.S.C., title 44, sec. 118). The total number of illustrations and the processes of reproduction desired should also be indicated. Instructions should be given on the margin of each illustration if enlargement or reduction is necessary.

1.12. If a publication is composed of several parts, a scheme of the desired arrangement must accompany the first installment of copy.

1.13. Samples should be furnished if possible. They should be plainly marked, showing the desired type, size of type page, illustrations if any, paper, trim, lettering, or binding; but they will not be considered as style for typesetting if they conflict with the rules in this *STYLE MANUAL*.

1.14. To expedite work production, avoid use of limited-equipment typefaces on text composition wherever possible. Special typefaces (usually faces other than Modern roman) with few fonts delay typesetting production. Refer to GPO Specimens of Type Faces (p. 2) to determine extent of type supply.

1.15. In looseleaf or perforated-on-fold work, indicate folio sequence, including blank pages, by circling in "blue." Begin with first page of text (title). Do not folio separate covers and/or dividers.

1.16. Indicate on copy if separate or self cover. When reverse printing in whole or in part is required, indicate if solid or in tone.

1.17. Avoid use of oversize fold-ins wherever possible. This can be done by splitting a would-be fold-in and arranging the material to appear as facing pages in the text. Where fold-ins are numerous and cannot be split, consideration should be given to folding and inserting these into an envelope pasted to inside back cover.

1.18. Every effort should be made to keep complete jobs of over 4 pages to signatures (folded units) of 8, 12, 16, 24, or 32 pages. Over two blank pages at end should be avoided where possible.

1.19. Indicate alternate choice of paper on requisition. Wherever possible, confine choice of paper to general use items carried in inventory as shown in GPO Paper Catalog.

1.20. When nonstandard trim sizes and/or type areas are used, indicate head and back margins desired. Otherwise, GPO will determine margins. The GPO Letterpress and Offset Printing Standards (also included in GPO Layouts for Imposition) are to be followed wherever possible. (See "Imposition," p. 15.)

1.21. Avoid "bleed" cuts wherever possible.

1.22. On return of galley proofs for page makeup, departments should submit copy for running heads and numbering sequence of folios, including preliminary pages.

1.23. All corrections should be made on first proofs submitted, as later proofs are intended for verification only. All corrections must be indicated on the "R" set of proofs, and only that set should be returned to the Government Printing Office.

1.24. Corrections should be marked on the margins of a proof opposite the indicated errors, not by writing over the print or between the lines. All queries on proofs must be answered.

1.25. The following related Government Printing Office and departmental publications are available from the Superintendent of Documents, Washington 25, D.C.:

Word Division, a supplement to Government Printing Office Style Manual, fifth edition, 128 pages.

Basic rules for division of words; division into syllables of more than 12,500 words.

Specimens of Type Faces in the U.S. Government Printing Office (revised edition in preparation).

Specimens of typefaces for Government editors, printers, and authors; varieties and sizes available; special signs, ornaments, and characters; and rules and borders. Includes Fotosetter typefaces.

Typography and Design, apprentice training series (intermediate period), 187 pages.

Twenty-four lectures, with questions for study and discussion, books for reading, and suggested projects.

Theory and Practice of Composition, apprentice training series (orientation period), 254 pages.

Forty lectures on type composition, with questions for study and discussion, books for supplementary reading, suggested projects, and a glossary.

- Theory and Practice of Presswork, apprentice training series (orientation period), 248 pages.
Forty lectures, with questions for study and discussion, books for supplementary reading, and suggested projects.
- Theory and Practice of Bookbinding, apprentice training series (orientation period), 246 pages.
Forty lectures, with questions for study and discussion, books for supplementary reading, and suggested projects.
- Layouts for Flat-Bed, Rotary, and Web Press Imposition, 202 pages. Illustrated.
Most frequently used layouts of faceup impositions; types of folds; and a signature-size chart, with index.
- U.S. Government Correspondence Manual (in preparation).
Designed to standardize Government correspondence for uniform format, styles of addresses, salutations, and closings. Prepared by Government Interdepartmental Committee.
- Bureau of the Census Manual of Tabular Presentation, 266 pages.
An outline of theory and practice in the presentation of statistical data in tables for publications.
- Printer 1 & C, Navy Training Courses, NavPers 10458, 650 pages. Illustrated.
Describes various printing processes, including Linotype, coldtype composition, press, and bindery operations. Discusses typography, layout, and copy preparation. In addition, an explanation of engraving and lithographic processes. A glossary of graphics arts terms is included.
- Lithographer 3 & 2, volume 1, Navy Training Courses, NavPers 10452, 584 pages. Illustrated.
Offers a brief history of lithography. Discusses copy preparation, photographic equipment and processing. Also describes stripping, plate graining, and platemaking operations, with a glossary of terms used.
- Lithographer 3 & 2, volume 2, Navy Training Courses, NavPers 10453, 608 pages. Illustrated.
This volume continues the subject, with emphasis on operation and maintenance of letter and offset presses, in addition to folding machines. Glossary.
- Lithographer 1 & C, Navy Training Courses, NavPers 10454, 336 pages.
Extends discussion of lithography covered in the two volumes above. Further treatment of copy preparation, dummymyng, camera work, platemaking, presswork and inks, and photoengraving. Glossary.
- Guide for Preparation of Air Force Publications, AF Manual 5-1, 171 pages. Illustrated.
Offers suggestions on writing. Describes graphic arts procedures, in addition to artwork preparation, pasteup, reproduction, etc.
- Guide for Air Force Writing, AF Manual 11-3, 133 pages.
- The U.S. Air Force Dictionary, 578 pages.
- Journalist 3 & 2, Navy Training Courses, NavPers 10294, 201 pages. Illustrated.
Manual covers news writing and photography, copy editing, printing, and radio and television. A glossary of journalism, radio, and printing terms is included.
- Plain Letters, National Archives and Records Service, General Services Administration, 47 pages.
Directed at those who write and sign letters. Offers writing shortcuts and how to avoid clichés in writing.
- Form Letters, National Archives and Records Service, General Services Administration, 33 pages.
Basic elements of form-letter design. Describes use of form letters to replace formal correspondence.

1.26. Corrections in proofs read by authors or department readers must be indicated as follows:

- ⊙ Period.
- , Comma.
- = Hyphen.
- : Colon.
- ; Semicolon.
- ' Apostrophe.
- "/" Quotations.
- Em quadrat.
- $\frac{1}{m}$ One-em dash.
- $\frac{2}{m}$ Two-em parallel dash.
- ∩ Push down space.
- ⊂ Close up.
- √ Less space.
- ^ Caret—left out, insert.
- 9 Turn to proper position.
- # Insert space.
- ⊔ or ⊓ Move to left or to right.
- ⊖ or ⊕ Move up or move down.
- tr.* Transpose.
- or *stat.* Let it stand.
- 8 Dele—take out.
- ⊗ Broken letter.
- ¶ Paragraph.
- No ¶ No paragraph.
- wf* Wrong font.
- ∨ or *eq. #* Equalize spacing.
- ≡ or *caps.* Capitals.
- = or *s.c.* Small capitals.
- lc.* Lowercase.
- Ⓢ or 1 Superior or inferior.
- or *ital.* Italic.
- rom.* Roman.
- [] Brackets.
- (/) Parentheses.

TYPOGRAPHICAL ERRORS

6: pt. ital. caps

S.C. It does not appear that the earliest printers had any method of correcting errors before the form was on the press. The learned correctors of the first two centuries of printing were not proofreaders in our sense; they were rather what we should term office editors. Their labors were chiefly to see that the proof corresponded to the copy, but that the printed page was correct in its Latinity, that the words were there, and that the sense was right. They cared but little about orthography, bad letters or purely printer's errors, and when the text seemed to them wrong they consulted fresh authorities or altered it on their own responsibility. Good proofs in the modern sense, were not possible until professional readers were employed, men who had first a printer's education, and then spent many years in the correction of proof. The orthography of English, which for the past century has undergone little change, was very fluctuating until after the publication of Johnson's Dictionary, and capitals, which have been used with considerable

11 ✓
 ①
 #/9
 not
 2/1

e
 1 ✓
 2 ✓
 3/3
 stet.
 2/tra

not #
 in
 i
 =

2/6
 tr.
 1/wf

9/tr
 it
 2/r

3/lead

E

regularity for the past 80 years, were previously used on the [miss or hit] plan. The approach to regularity, so far as we have, may be attributed to the growth of a class of professional proofreaders, and it is to them that we owe the correctness of modern printing. More errors have been found in the Bible than in any other one work. For many generations it was frequently the case that Bibles were brought out stealthily, from fear of governmental interference. They were frequently printed from imperfect texts, and were often modified to meet the views of those who published them. The story is related that a certain woman in Germany, who was the wife of a printer, and had become disgusted with the continual assertions of the superiority of man over woman which she had heard, hurried into the composing room while her husband was at supper and altered a sentence in the Bible, which he was printing, so that it read Narr instead of Herr, thus making the verse read "And he shall be thy fool" instead of "And he shall be thy lord." The word not was omitted by Barker, the King's printer in England in 1632, in printing the seventh commandment. He was fined £3,000 on this account.

← lead.
 Out; see copy;
 h
 lc/who

8 □
 8/f/rom.
 ✓ wf ✓
 15/22
 a/2
 up

11
 15/22
 15/22
 ①
 over

4/2

2. GENERAL INSTRUCTIONS

PREPARING COPY

2.1. The first duty of copy preparers is to mark those things which are not readily understood and to indicate headings, indentions, dashes, new pages, new odd pages, and other matters of style necessary to give the completed book a good typographic appearance. They must indicate point size and type series on copy, and whether matter is to be leaded or double leaded, etc.; verify folio numbers; and plainly indicate references, footnotes, cut-ins, etc. Unless otherwise marked: (1) Text matter will be set in 10-point solid and tables in 6-point solid (tables in leaded matter will also be set solid); (2) 9-unit figures will be used in tables when boldface is requested; (3) 2-point (hairline) rules will be used in tables.

2.2. Quoted or extract matter, and lists should be set 2 points smaller than text, and quotation marks at beginning and end of paragraphs should be omitted. If the same type size is used, quoted matter should be cut in 1 to 3 ems, depending on measure, and initial and closing quotes should be omitted; this does not apply to congressional work.

“Follow,” “follow literally,” etc.

2.3. To prevent confusion and delay and to insure economy in printing, all copy that bears no preparation by the requisitioning agency will be set in accordance with the rules laid down in this STYLE MANUAL, with which editors and compilers are expected to become familiar, except that in some classes of printing of a legal, technical, or historical nature it may be necessary to adhere strictly to the original text, and the requisitioning office may then properly mark such copy “Fol.” or “Fol. lit.”

2.4. Copy marked “Fol.” will be followed with respect to verbal expression, abbreviations, signs, symbols, figures, and italic, but not with respect to punctuation (including compounding) or capitalization. In “Fol.” matter any spelling (not including compounding) is permissible that has the sanction of any dictionary.

2.5. Copy authorized to be marked “Fol. lit.” must be thoroughly prepared by the requisitioning agency as to capitalization, punctuation (including compounding), abbreviations, signs, symbols, figures, and italic, and such copy, including even manifest errors, will be followed. “Fol. lit.” does not include size and style of type.

2.6. Follow the position of quotation marks in relation to other punctuation marks in matter marked “Fol. lit.” and “Fol., incl. caps and punc.” Abbreviations with points (as in U.S.C., U.S., r.p.m., i.e.) close up. Abbreviations also close up in “Fol. lit.” matter, unless prepared with spaces. (See rule 10.7, p. 149.)

2.7. Paragraph or section numbers (or letters) followed by figures or letters in parentheses will close up, as “section 7(B)(1)(a),” “paragraph 23(a),” “paragraph b(7),” “paragraph (a)(2);” *but* section 9(1)(a) and (b); section 7 a and b. In case of an unavoidable break, division will be made after elements in parentheses, and no hyphen is used. However, if spaces are prepared in “Fol. lit.” matter, copy will be followed.

2.8. "Bill style" copy will follow the style of the Government Printing Office Bill Style Manual, which conforms to this **STYLE MANUAL** in many particulars, such as the use of figures in dates; sums of money; percentages; the numbers of articles, chapters, lines, pages, paragraphs, parts, sections, and volumes; the classification of vessels (A 1); and all other instances where *numbered* is used or implied. Punctuation as prepared must be followed.

2.9. It is not necessary to mark again anything that has been plainly indicated at the beginning of a sheet, as such preparation is to apply to the entire sheet; but on copy marked "Fol.," "Fol., incl. caps," or "Fol. lit.," the preparation must be carried throughout.

2.10. Copy ordered to be kept clean and returned intact must be marked as lightly as possible, so that erasures may be easily made.

2.11. Copy preparer's instructions, which accompany each job, are written to cover the general style and certain peculiarities or deviations from style. These instructions must be followed. The copy preparer must not deviate from the style laid down in this **STYLE MANUAL** unless authorized to do so by the Chief Copy Preparer.

Abbreviations

2.12. In marking abbreviations to be spelled, preparers must show what the spelled form should be, unless the abbreviations are common and not susceptible of more than one construction. An unfamiliar abbreviation, with spelled-out form unavailable, is not changed.

Capitalization

2.13. Unusual capital and lowercase letters must be indicated.

Datelines, addresses, and signatures

2.14. Copy preparers must mark caps, small caps, italic, abbreviations, and indentions; also indicate line breaks where necessary.

Decimals and common fractions

2.15. In figure columns containing decimals or common fractions, preparers must indicate at the top of each folio of a continued table the "clear" or space necessary to preserve proper alinement. The "clear" indicated for decimals does not include the bearoff.

"Et cetera," "etc.," "and so forth"

2.16. In printing a speaker's language, the words *and so forth* or *et cetera* are used—not the abbreviation *etc.* If a quoted extract is set in type smaller than that of the preceding text and the speaker has summed up the remainder of the quotation with the words *and so forth* or *et cetera*, these words should be placed at the beginning of the next line, flush and lowercase, and an em dash should be used at the end of the extract.

Folioing and stamping copy

2.17. Folio numbers should be placed in the upper right-hand corner, preferably half an inch from the top.

2.18. All other stamping—type size, measure, etc.—should be placed in the upper left-hand corner. On cards, any available space may be used.

2.19. Divided tables that have to be cut or that continue on more than one sheet of copy must be folioed down the first divide to the end of the table and continue on the next and following divides to the end. Parallel tables and pasters require only one folio number on each page of copy.

Footnotes and reference marks

(For text, see rules 16.1–16.20, pp. 213–214; for tables, see rules 14.94–14.118, pp. 190–192.)

Headings

2.20. The type to be used for all headings must be marked—case number or size of type, caps, caps and small caps, small caps, caps and lowercase, lowercase (first word and proper nouns capitalized), or italic. (See also rule 3.51, p. 29; Specimens of Type Faces in U.S. Government Printing Office, p. 2.)

Pickup

2.21. The jacket number of a job from which matter is to be picked up must be indicated. New matter should conform in style to that of the pickup.

Sidenotes and cut-in notes

2.22. Sidenotes and cut-in notes are set each line flush on left and ragged on right, unless otherwise prepared, and are always set solid. Sidenotes are usually set in 6 point, 4½ picas wide.

SEC. 920. Abuse of the rule. An alleged violation of the rule relating to admission to the floor presents a question of privilege (III, 2624, 2625; VI, 579), but not a higher question of privilege than an election case (III, 2626). In one case where an ex-Member was abusing the privilege * * *.

2.23. The measure allowed for a cut-in note is 6 picas, unless otherwise marked, and the note bears off from the text—above, below, and at the side—not less than an em of the text type. A cut-in note begins on the third line of the paragraph if the length of the paragraph permits.

SEC. 920. Abuse of the rule. An alleged violation of the rule relating to admission to the floor presents a question of privilege (III, 2624, 2625; VI, 579), but not a higher question of privilege than an election case (III, 2626). In one case where an ex-Member was abusing the privilege, he was excluded by direction of the Speaker (V, 7288). In one case where an ex-Member was abusing the privilege * * *.

Signs, symbols, etc.

2.24. All signs, symbols, dashes, superiors, etc., must be plainly marked. Names of Greek letters must be indicated, as they are frequently mistaken for italic or symbols.

2.25. The chemical symbols Al, Cl, Tl are sometimes mistaken for A1, C1, T1 in typewritten matter. Copy preparers must indicate whether the second character is a letter or a figure.

2.26. Since typewriters use the same characters for figure 1 and lowercase l, cipher and cap O, all such characters will be printed as figures unless otherwise marked.

Letters illustrating shape and form

2.27. Letters used to illustrate shape and form, as U-shape(d), A-frame, T-bone, T-rail, are set in gothic—case 392 for 10 point, case 391 for 8 point, and case 390 for 6 point—except that for I-beam, cases 14, 13, and 12, respectively, are used.

2.28. Plurals are formed by adding the apostrophe and s, as T's, Y's, etc. *Golf tee(s)* should be spelled, as it does not indicate shape.

2.29. A gothic capital is not used in *X-ray*, *U-boat*, *V-8*, and other expressions which have no reference to shape or form.

TYPE COMPOSITION

2.30. Compositors and operators must study carefully the rules governing composition. Failure to do this will show plainly on proofs.

2.31. In correcting pickup matter, the compositor or operator must indicate what portion was actually reset.

2.32. Every precaution must be taken to prevent the soiling of proofs, as it is necessary for the reviser to see clearly every mark on the margin of a proof after it has been corrected.

2.33. Corrections queried in a ring must not be made, as such queries are intended for the author.

2.34. If after a proof is read the first time, a word or line is pied or a dropout occurs, attention must be called to such mishap by marking that part of the proof "*Pied*" or "*Dropout*." If a proof is not available, the type involved must be placed feet uppermost when returned to position. This direction is intended for all who handle type.

2.35. In correcting matter set on the Linotype, care must be taken to insert corrected type slugs in their proper places and to remove only such type slugs as necessary. Matter must be run down to see that lines have not been duplicated, transposed, or eliminated. If the corrector is in doubt, he must read the slugs.

Leading and spacing

2.36. Spacing of text is governed by the leading, narrow spacing being more desirable in solid than in leaded matter. Very thin or very wide spacing in first line of a paragraph should be avoided. Words in a line requiring more than 1 em of space between them should be letterspaced, but the fewer letterspaced words the better. All of a short word is letterspaced rather than part of a long word. (See also rule 14.132, p. 194.)

2.36.1. To aid readability, an em quad (or double space) is used at the end of a sentence. This applies to all type composition, and includes Teletypesetter, reproduction, and other printing. Unless otherwise specified, this rule will apply.

2.37. If the last line of a paragraph follows a widely spaced line, it is spaced with en quads instead of 3-em spaces.

2.38. Center or flush heads set in caps, caps and small caps, small caps, or boldface are spaced with en quads between words, and the space is widened proportionately for an extended face or for letter-spaced words.

2.39. Centerheads are separated from the text by slugs, the space below the head being at least 2 points less than the space above: 10-point slug above and 8-point slug below in 10-point text; 8-point slug above and 6-point slug below in 8- and 6-point text. However, a head which clears the line above or below by at least 1 em requires no additional space.

2.40. Heads set in caps are leaded, even in solid matter.

2.41. In solid matter, "2 leads," "3 leads," and similar space designations marked on copy mean "2 leads" (4 points), "3 leads" (6 points), etc.

In leaded matter (machine-leaded Linotype, or Monotype with shoulder), "2 leads," "3 leads," etc., will include space on type; e.g., "2 leads" means a 2-point lead plus space on type.

2.42. Unless otherwise marked, flush heads are separated from text by 2 leads above and 1 lead below in solid matter, and by 3 leads above and 2 leads below in leaded matter.

2.43. Full-measure numbered or lettered paragraphs and quoted extracts are not separated by leads from adjoining matter.

2.44. Unless otherwise marked, extracts which are set off from the text by smaller type or are indented on both sides are separated by 3 leads in leaded matter and by 2 leads in solid matter.

2.45. Extracts set solid in leaded matter are separated from the text by 3 leads.

2.46. Flush lines following extracts are separated by 3 leads in leaded matter and by 2 leads in solid matter.

2.47. Footnotes are leaded if the text is leaded, and are set solid if the text is solid.

2.48. Legends are leaded if text is leaded, and solid if text is solid.

Indentions

2.49. In measures less than 30 picas, the paragraph indention is 1 em. Paragraph indentions in cut-in matter are 3 ems, overs 2 ems. Overruns, datelines, and signatures are indented in multiples of 2 ems. Unless otherwise requested, addresses are set flush on left. (For examples, see p. 217.)

2.50. In matter set 30 picas or wider, the paragraph indention is 2 ems. Paragraph indentions in cut-in matter are 6 ems, overs 4 ems. Overruns, datelines, and signatures are indented in multiples of 2 ems. Unless otherwise requested, addresses are set flush on left. (For examples, see p. 217.)

2.51. In measures less than 30 picas, overruns in hanging indentions are 1 em more than the first line, except that to avoid conflict with a following indention (for example, of a subentry or paragraph), the overrun indention is made 1 em more than the following line.

2.52. In matter set 30 picas or wider, overruns in hanging indentions are 2 ems more than the first line, except that to avoid conflict with a following indention (for example, of a subentry or paragraph), the overrun indention is made 2 ems more than the following line.

2.53. Indention of matter set in smaller type should be the same, in points, as that of adjoining main-text indented matter.

2.54. Two-line centerheads are centered, but heads of three or more lines are set with hanging indention.

2.55. Overs in flush heads are indented 2 ems in measures less than 30 picas, and 4 ems in wider measures.

Legends for illustrations

2.56. Legends and explanatory matter of 1 or 2 lines are centered; if more than 2 lines, they are set with hanging indention. If an illustration is narrower than full measure and text is run at the side of it, the legend is set the width of the illustration; if text is not to be run at the side of the illustration, the legend is set full measure regardless of the width of the illustration, unless copy is otherwise marked.

2.57. Legend lines of illustrations which run the broad way should be printed to read up; that is, an even-page legend should be on the inside margin and an odd-page legend on the outside margin.

2.58. Unless other type is indicated, legends for illustrations are set in 8-point roman, lowercase.

2.59. Periods are used after legends and explanatory matter beneath illustrations. However, legends without descriptive language do not use a period. (See rule 9.95, p. 143.)

2.60. At beginning of legend, *Figure* preceding the identifying number or letter is set in caps and small caps and is not abbreviated.

FIGURE 5, not FIG. 5

FIGURE A, not FIG. A

2.61. If a chart carries both a legend and footnotes, the legend is placed above the chart.

2.62. Letter symbols used in legends for illustrations are set in italic without periods and are capitalized only if so shown in copy.

PROOFREADING AND COPYHOLDING

2.63. Foremen of composing sections must see that special instructions and layout and style sheets are sent to the Proof Section with the first installment of each job.

2.64. Readers must consult the copy preparer's instruction sheet.

2.65. Speed is desirable, but accuracy is of first importance.

2.66. The reader should see that the rules governing spacing, division of words, and good printing generally have been observed. The reader who passes bad spacing will be held at fault.

2.67. If the reader detects inconsistent and erroneous statements, it is his duty to correct them. He must know, not guess, that they are errors, and he must be prepared, if called upon, to vindicate by recognized authority the soundness of his corrections. If he does not know, he must query.

2.68. If the grammatical construction of a sentence or clause is questioned by a reader and it seems desirable to change the form, he must indicate the proposed correction, add a query mark, and enclose all in a ring. If a statement of fact is thought erroneous or doubtful, he must underscore the matter in question, write in the margin "Author verify," and enclose it in a ring. It is not enough to write only a query in the margin: the reason for the query must be clearly shown. If there is little doubt, the correction should be made, but a query enclosed in a ring must be written beside the correction to call the author's attention to it.

2.69. A query appearing on copy must be carried to the author.

2.70. Proofs that are not clearly printed or are in any manner defective must be called to the attention of the deskman.

2.71. The manner in which correction marks are made on a proof is of considerable importance. Straggling, unsymmetrical characters, disconnected marks placed in the margin above or below the lines to which they relate, irregular lines leading from an incorrect letter or word to a correction, large marks, marks made with a blunt pencil, indistinct marks, and frequent use of the eraser to obliterate marks hastily or incorrectly made are all faults to be avoided.

2.72. In reading proof of wide tables, the reader should place the correction in white space as near as possible to the error, thus aiding all who handle the proof afterward. He should obliterate entirely a broken or defective figure and rewrite it in a ring. He should not use the transposition mark in little-known words or in figures. He should instead cancel the letters or figures and write them in the margin in the order in which they are to appear.

2.73. In marking errors in display or other unusual type, the case number must be indicated.

2.74. Readers must draw a ring around footnote references in proof, as an aid to the maker-up.

2.75. On discovering evidence of wrong-font matrices, the reader must immediately fill out a wrong-font notice which will be sent to typesetting section concerned.

2.76. Readers must not make important changes in indentions or tables without consulting the referee.

2.77. The marks of the copy preparer must be given consideration by all, as he is in a position to know more about the peculiarities of a job than one who reads but a small portion of it.

2.78. Any mark which will change the proof from the copy as prepared must be enclosed in a ring.

2.79. All instructions on copy must be carried on proof by readers.

2.80. Folios of copy must be "run" by the copyholder and checked against those marked on the proof.

2.81. In reading copy an unnecessarily loud tone of voice must be avoided. Short words are as important as long ones, and should be pronounced distinctly. Plurals should be sounded clearly, and names of persons or places pronounced distinctly or read by letters.

MAKEUP

2.82. Government publications will be made up in the following order unless otherwise indicated:

a. *Frontispiece*, faces title page.

b. *False title* (frontispiece, if any, on back).

c. *Title page*.

d. *Back of title*, blank, but frequently carries such useful bibliographic information as list of board members, congressional resolution authorizing publication, note of editions and printings, GPO imprint if departmental imprint appears on title page, price notice, etc.

e. *Letter of transmittal* (new odd page).

f. *Foreword*, differs from preface in that it is an introductory note written as an endorsement by a person other than the author (new odd page).

g. *Preface*, by author (new odd page).

h. *Contents* (new odd page), immediately followed by list of illustrations and list of tables, as parts of contents.

i. *Text*, begins with page 1 (if halftitle is used, begins with p. 3).

j. *Bibliography* (new odd page).

k. *Appendix* (new odd page).

l. *Index* (new odd page).

2.83. An *introduction* differs from a foreword or a preface in that it is the initial part of the text; if the book is divided into chapters, it should be the first chapter.

2.84. To number preliminary pages, use small-cap Roman numerals.

2.85. A separate cover should not be used on booklets of 32 or fewer pages (p. 1 should be a self-cover or should carry a displayed title heading followed by table of contents, if any, and the text).

2.86. Before beginning his work the maker-up must ascertain the length of type page and style of folios to be used.

2.87. If it is found necessary to make a short page, the facing page should be of approximately equal length if the text permits.

2.88. A blank or sink of 6 picas should be placed at the head of each new odd or even page of 46-pica or greater depth; pages with a depth of from 36 to 45 picas, inclusive, will carry a 5-pica sink; pages less than 36 picas, 4 picas.

2.89. If top center folio is used, the folio on a new page must be placed at the bottom, centered, and enclosed in parentheses.

2.89.1. Where running heads with folios are used, heads are included in overall page depth. However, first pages of chapters and pages with bottom folios are made up with folios in margin. Bottom folios on short preliminary pages will be made up with page numbers two leads from last line.

2.89.2. Jobs made up with bottom folios will have all page numbers, including preliminary pages, alining on the bottom in the margin.

2.89.3. Jobs with both running heads and bottom folios will be treated as outlined in rule 2.89.2.

2.90. Contents, list of illustrations, preface, or any other matter that makes a page in itself should be placed 12 points or more nearer top than bottom, the difference depending upon the length of page.

2.91. In "cleared" indexes the words being cleared must be repeated on following page at the top of the column or page.

2.92. Continued heads over tables and leaderwork must be condensed into one line if possible.

2.93. Footnote references are repeated in boxheads or in continued lines over tables, unless special orders are given not to do so.

2.94. Six-point notes above tables are enclosed in brackets and are not repeated with continued heads unless they are needed on each page for the purpose of clarity.

2.94.1. A broadside (lengthwise) table beginning on even (left) page and which carries over to facing right page will be made up flush right for left page (if left page is less than full width) and flush left for right page.

2.94.2. A broadside table of less than page width will center on the page.

2.95. Centerheads, whether in boldface, caps, caps and small caps, small caps, or italic, should have more space above than below. Uniform spacing should be maintained throughout the page; if this is not possible, the space above and below the centerlines should be reduced, commencing at the bottom of the page.

2.96. In making up a page of two or more columns with an illustration more than one column in width, the text should be broken so that it will read from above the illustration to the same column below. If a table, diagram, or layout occurs under the same conditions, the text should double up above it.

2.97. In matter set two or more columns to the page, footnotes to full-measure headings should be set page width, while the text footnotes should be set column width and carried at the foot of the column in which the references appear.

2.98. Two or more short footnotes coming together may be combined by the maker-up in one line, with the blank spaces between footnotes equalized, provided the spaces are not less than 2 ems.

¹ Preliminary.

² Including imported cases.

³ Imported.

2.98.1. Backstrips should run down (from top to bottom) on all publications, except when ordering agency specifies runup (from bottom to top) backstrips.

IMPOSITION

2.99. Imposition is the general term applied to the task of locking up pages of type, plates, or negatives for press. Imposing refers specifically to laying or arranging pages so that a press sheet, when printed and folded, will produce a signature with pages in proper sequence. A page is considered the unit of a signature; the two companion pages, the unit in imposition. Whether the imposition is from the outside or inside, a long or a broad form, work and turn or sheetwise, these companion pages are never separated; their position in the printed pamphlet is determined by the fold.

2.100. In the layout of pages, each page must be in its proper sequence, determined by the type of fold desired. (See Layouts for Imposition, p. 3.) Margins are governed by the trim size of finished book or pamphlet. After trim size has been established, the sheet size of stock is selected. For example, GPO standard octavo is type width, $26\frac{1}{2}$ picas; type depth, 46 picas; trim size of finished book or pamphlet, $5\frac{7}{8}$ by $9\frac{1}{8}$ inches. The number of pages to be printed is broken down into signatures of 16 pages each and the most practical layout is chosen. In this case, four rows of four pages each. Thus stock size is four times $5\frac{7}{8}$ inches for width and four times $9\frac{1}{8}$ inches for depth. As it is necessary to allow a minimum of $\frac{1}{8}$ -inch trim after signatures are folded, the sheet size will be 24 by 38 inches, standard stock size. The margins, which are the back or binding edge, head or top, outside, and foot or bottom, are then determined by allowing enough white space from the type area to give a proper balance to the finished book. It is generally agreed that a 4-pica back and a 3-pica head, after trim, are standard margins for this particular trim size on saddle stitch or sewed jobs. Other standards have been incorporated in the GPO Layout Book. These margins are followed unless requisition specifies nonstandard margins.

2.101. To illustrate further that these companion pages are the unit of imposition, it will be found when determining margins that these two pages are always printed in the center of the untrimmed sheet. The other two companion pages that make up the quarter of the sixteen are likewise printed in the center of the quarter sheet, which is 19 inches, one-half of the 38-inch way. It will thus be observed that two pages were used to get the outside margins and another multiple of two (four) to get the bottom margins.

2.102. Margins should be governed by the trimmed book and not by the untrimmed sheet. The back margin or gutter should be such that it will bring the pages nearly in the center of the open printed book, putting any excess space in the outer margins, except in books that are to be side stitched, in which additional space must be allowed for the stitching. The margins should be so planned that when the book is delivered from the binder the back margin is less than the outside. The top margin of the trimmed book should be at least 3 picas and the bottom margin at least 4 picas. The outside margin should be at least 1 pica greater than the back but not as wide as the bottom margin.

2.103. If a running head is used, the head margin should be the same as the back margin; but if a bottom folio is used, that line and the slug above it should be counted as part of the margin. (See also rules 2.89.1-2.89.3, p. 14.)

REVISING

Galley revising

2.104. The importance of revising proofs cannot be overemphasized. Although a reviser is not expected to read proof, it is not enough for him merely to follow the marks found on the proof. He should be alert to detect errors and inconsistencies and must see that all corrections have been properly made and that words or lines have not been transposed or eliminated by the compositor in making the corrections. (See rule 2.115.)

2.105. A reviser must not remodel the punctuation of the readers or make any important changes. If he thinks that an important change should be made, he must submit the proposed change to the Chief Reviser for decision.

2.106. In the body of the work, new pages must be properly indicated on the proof. Tables of contents, letters of transmittal, lists of illustrations, the text proper, all matter following halftitles (except parallel tables), and indexes must begin on new odd pages unless instructions to the contrary are given.

2.107. All instructions on proofs must be transferred to revises.

2.108. All queries must be carefully transferred to the revises.

2.109. Each paragraph containing an alteration causing an over-run should be reread.

2.110. Revising must be done with reasonable dispatch, but accuracy must not be sacrificed to speed.

2.111. Corrector's slug number must be written on revise proof.

Page and stone revising

2.112. Page and stone revising require great diligence and care. Not only must the reviser see that the rules governing the work of those who precede him have been followed but he must be on the alert for a multiplicity of points not coming within their sphere.

2.113. The reviser is responsible for marking off all bleed and off-center pages.

2.114. A blank page must be indicated at the bottom of the preceding page.

2.115. Special care must be exercised in revising linotype matter. It is necessary to read the entire line in which a correction has been made, to see that the line has been inserted in the proper place, and to see that the lines above and below have not been disturbed. If it appears that a correction has not been made, the reviser should carefully examine each line on the page to see if the correction was inserted in the wrong place or if lines have been transposed.

2.116. The following rules must be carefully observed:

a. See that proof is clean and clear; send for another if necessary.

b. Before beginning page revising, see that galley proofs run consecutively and that in continuous makeup the matter on the galleys connects.

c. See that page folios are consecutive, that running heads are correct and uniform, and that the proper signature mark is correctly placed. If an error is found in running heads or in signature marks, notify the Chief Reviser immediately, so that the correction may be made in other forms or pages of the same job.

d. Revise carefully, observe connection between pages, take care that continued and repeated lines are free from errors, and carry all

unanswered queries if the proof is to be sent to the author; if not, see that all queries are answered.

e. If a revise is not properly corrected or is not reasonably free from errors, call for another corrected proof, stating number of copies wanted, and destroy all duplicates.

f. Watch for slips, dropouts, doublets, and transpositions.

g. Read all running heads and boxheads in continued tables; see that all leading lines are carried at the top where subordinate matter runs over, that dollar marks and italic captions of columns are uniform and properly placed, that bearoffs in figure columns are uniform, that the matter is as compact as circumstances will permit, and that footnotes fall on the page containing the corresponding references and are properly arranged.

h. Preserve complete files of all proofs returned to the desk.

i. On the first page of a signature of a stone revise carry any special directions that may be necessary, and on open or session jackets carry the number of copies to be printed.

j. When page proofs are to be sent out on partly completed jobs, fill out reviser's memorandum, noting the last galley, the last page, the signature mark, the page on which the last signature mark occurred, and the folio lines. Attach the memorandum to the markoff galley and return to the Chief Reviser.

k. Make sure that different sets of proofs of the same job are correctly marked in series ("R," "2R," "3R," etc.); where a sheet is stamped "Another proof," carry the same designating "R" on the corresponding clean proof, destroying the stamped proof when it has served its purpose. Advance the "R," "2R," "3R," etc., on each set of page proofs returned from the originating office; if a dummy folio has been used and later a true folio is finally given, revert to single "R." When the "R" is not to be advanced, use an "x," as "2R^x."

l. If two or more jobs are imposed in one form, separate the parts to verify the imposition. Until familiar with the fold, exercise care in cutting the sheet.

m. See that rules do not lap, that work is not jammed in the lockup, that damaged letters and slips are indicated, and that the matter is ready in all respects to pass rigid inspection.

n. Legend lines of full-page cuts that run the broad way should be printed so as to read up—that is, the even-page legend should be on the binding or inside margin and the odd-page legend on the outside margin.

o. If a footnote is eliminated, do not renumber the footnotes; just omit that number.

2.117. If the footnotes in an entire job have been made uniform, even though not according to style, do not change them.

2.118. If a footnote is added in proof, use the preceding number with a superior letter added, as ^{15a}.

2.119. Where a table with footnotes falls at the bottom of a page containing footnotes to text, print the table footnotes above the text footnotes, separated by a rule 50 points long, flush at the left, with 2 leads on each side of the rule. (See also rule 14.108, p. 191.)

2.120. In revising galleys into pages, revisers must enter on the markoff slip the number of the last footnote and see that instructions to the maker-up are followed.

Press revising

2.121. Press revising calls for the exercise of utmost care. The press reviser must be thoroughly familiar with the style and makeup of Government publications. He is required to OK all forms that go to press—bookwork, covers, jobwork, etc. He must see that all queries are answered. He must necessarily have a knowledge of the bindery operations required to complete a book or job and be familiar with all types of imposition, folds, etc. He must be capable of ascertaining the proper head, back, and side margins for all work, to insure proper trimming of the completed job to the required size.

2.122. Although speed is essential when forms reach the pressroom, accuracy must not be sacrificed.

SIGNATURE MARKS, ETC.

2.123. Unless otherwise indicated, signature marks are set 6-point lowercase and indented 3 ems.

2.124. Figures indicating the year should follow the jacket number in signature marks:

125327-58—4 116529-58-pt. 5—3 116529-58-vol. 1—3 92694°-58—2
92694 O-58—2 92694 OF-58—2 92694 F-58—2 92694^m-58—2 92694^v-58—2

2.125. When allmark (O) and signature or imprint and signature appear on same page, the signature line is placed below the allmark but above the imprint.

2.126. The allmark is placed below the page, bulletin, or circular number but above the signature line, if both appear on the same page.

2.127. Imprints and signature lines appearing on short pages of text are placed at the bottom of the page.

2.128. All plated jobs take a degree mark (°) immediately after the jacket number in the signature line.

2.129. All offset jobs take a capital O immediately after the jacket number in the signature line. Offset-Fotosetter jobs are indicated by OF; Fotosetter by F.

2.130. When matrix is to be made of job, a superior *m* (^m) is placed immediately after jacket number in the signature line.

2.131. All jobs having vinylite molds before printing from type take a superior *v* (^v) immediately after the jacket number.

2.132. On a job reprinted on account of change, a black star (★) precedes the jacket number in the signature line and precedes the date on the title page:

★ 17234-58—2

★ 12-15-58

2.133. The following forms are used for signature marks in House and Senate documents and reports printed on session jackets:

H. Doc. 73, 85-1—2
S. Doc. 57, 85-2, pt. 1—2
H. Rept. 120, 85-2—8

S. Doc. 57, 85-1—2
S. Doc. 57, 85-2, vol. 1—2
S. Rept. 100, 85-2—9

2.134. In a document or report printed on other than a session jacket, use the jacket number, year, and signature number only, omitting the document or report number.

2.135. For pasters, the jacket number, the year, and the page to be faced by the paster are used as follows (note punctuation):

12344—58 (Face p. 10)

2.136. On a paster facing an even page, the marks go at the lower right-hand side; on a paster facing an odd page, at the lower left side.

2.137. If more than one paster faces the same page, each is numbered as follows:

12344—58 (Face p. 19) No. 1
12344—58 (Face p. 19) No. 2

2.138. When a paster follows the text, the allmark is placed on the last page of the text and never on the paster.

REPRINTS, IMPRINTS, AND PRICE NOTICES

Reprints

2.139. To aid bibliographic identification of reprints or revisions, the dates of the original edition and of reprint or revision should be supplied by the author on the title page or in some other suitable place. Thus:

First edition July 1941
Reprinted July 1943

First printed June 1940
Revised June 1941

Original edition May 1941
Reprinted May 1942
Revised July 1943

2.140. The year in the imprint on cover, title page, or elsewhere is not changed from that in the original print, nor are the signatures changed, unless other mends are necessary.

Imprints

2.141. The Government Printing Office imprint must appear on all printed matter, except certain classified work.

2.142. Use full imprint on the title page of a congressional speech.

2.143. The imprint and allmark are not used together on any page; if one is used, the other is omitted.

2.144. The imprint is not used on a halftitle or (except on congressional hearings) on any page of a cover.

2.145. If there is a title page, the imprint is placed on the title page; but if there is no title page, or if the title page is entirely an illustration, the imprint is placed on the last page of the text.

2.146. The Government Printing Office crest is used only on Government Printing Office publications. If it is printed on page II, the full imprint is used on the title page; if it is printed on the title page, use the half imprint only, thus—Washington : 1958.

Price notices

2.147. If there is a cover but no title page, the price notice is printed on page 1 of the cover. Unless otherwise indicated, if there is a title page, with or without a cover, the price notice is printed at the bottom of the title page below a cross rule; if there is no cover or title page, the price notice is printed at the end of the text, below the imprint, and the two are separated by a cross rule.

2.148. Price notices are not printed on congressional documents. The price notice is not considered an imprint.

Samples of imprints and price notices

2.149. On title page:

U.S. GOVERNMENT PRINTING OFFICE
WASHINGTON : 1958

For sale by the Superintendent of Documents, U.S. Government Printing Office
Washington 25, D.C. - Price 00 cents

2.150. On last page of text:

U.S. GOVERNMENT PRINTING OFFICE: 1958
(16 points)

For sale by the Superintendent of Documents, U.S. Government Printing Office
Washington 25, D.C. - Price 00 cents

U.S. GOVERNMENT PRINTING OFFICE: 1958

2.151. On last page of text (usually 4 ems from right), open star (☆) indicates outside purchase.

☆ U.S. GOVERNMENT PRINTING OFFICE : 1958—455995

2.152. Outside-purchase jobs which are reprinted by this Office use an em dash in lieu of open star.

— U.S. GOVERNMENT PRINTING OFFICE: 1958—455995

2.153. Jobs which are set on outside purchase, but which are printed by this Office, use an asterisk in lieu of open star.

* U.S. GOVERNMENT PRINTING OFFICE: 1958—455995

NOTES

3. CAPITALIZATION

(See also Abbreviations; Guide to Capitalization)

3.1. It is impossible to give rules that will cover every conceivable problem in capitalization. But by considering the purpose to be served and the underlying principles, it is possible to attain a considerable degree of uniformity. The list of approved forms given on pages 31 to 56 will serve as a guide. Manifestly such a list cannot be complete. The correct usage with respect to any term not included can be determined by analogy or by application of the rules.

Proper names

3.2. Proper names are capitalized.

Rome	John Macadam	Italy
Brussels	Macadam family	Anglo-Saxon

Derivatives of proper names

3.3. Derivatives of proper names used with a proper meaning are capitalized.

Roman (of Rome)	Johannean	Italian
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3.4. Derivatives of proper names used with acquired independent common meaning, or no longer identified with such names, are lower-cased. Since this depends upon general and long-continued usage, a more definite and all-inclusive rule cannot be formulated in advance. A list of derivatives is given on pages 39-40.

roman (type)	macadam (crushed rock)	italicize
brussels sprouts	watt (electric unit)	anglicize
venetian blinds	plaster of paris	pasteurize

Common nouns and adjectives in proper names

3.5. A common noun or adjective forming an essential part of a proper name is capitalized; the common noun used alone as a substitute for the name of a place or thing is not capitalized.

Massachusetts Avenue; the avenue	Crow Reservation; the reservation
Washington Monument; the monument	Federal Express; the express
Statue of Liberty; the statue	Cape of Good Hope; the cape
Hoover Dam; the dam	Jersey City; <i>also</i> Washington City; <i>but</i>
Boston Light; the light	city of Washington; the city
Modoc National Forest; the national forest	Cook County; the county
Panama Canal; the canal	Great Lakes; the lakes
Soldiers' Home of Ohio; the soldiers' home	Lake of the Woods; the lake
Johnson House (hotel); Johnson house (residence)	North Platte River; the river
	Lower California; <i>but</i> lower Mississippi
	Charles the First; Charles I
	Seventeenth Census; the 1950 census

3.6. If a common noun or adjective forming an essential part of a name becomes removed from the rest of the name by an intervening common noun or adjective, the entire expression is no longer a proper noun and is therefore not capitalized.

Union Station: union passenger station
Eastern States: eastern farming States
Western States: western farming States

3.7. A common noun used alone as a well-known short form of a specific proper name is capitalized.

the Capitol (at Washington); *but* State capitol
 the Channel (English Channel)
 the District (District of Columbia)
 the Soldiers' Home (District of Columbia only)

3.8. The plural form of a common noun capitalized as part of a proper name is also capitalized.

Seventh and I Streets
 Lakes Erie and Ontario
 Potomac and James Rivers

State and Treasury Departments
 British and French Governments
 Presidents Washington and Adams

3.9. A common noun used with a date, number, or letter, merely to denote time or sequence, or for the purpose of reference, record, or temporary convenience, does not form a proper name and is therefore not capitalized. (See also rule 3.39, p. 27.)

abstract B	column 2	mile 7.5	signature 4
act of 1928	drawing 6	page 2	station 27
appendix C	exhibit D	paragraph 4	table 4
article 1	figure 7	part I	title IV
book II	first district (not	plate IV	treaty of 1919
chapter III	congressional)	region 3	volume X
chart B	form 4	rule 8	war of 1914
class I	graph 8	schedule K	ward 2
collection 6	group 7	section 3	

3.10. The following terms are lowercased, even with a name or number. (For capitalized forms, see geographic terms, p. 43.)

aqueduct	dike	shipway
basin (see geographic terms, p. 43)	dock	slip
breakwater	drydock	spillway
buoy	irrigation project	tunnel (see also Tunnel, p. 54)
chute	jetty	watershed
dam (lowercase with num- ber or in conjunction with lock; capitalize with name, <i>but</i> Boulder Dam site; Boulder Dam and site)	levee	weir
	lock	wharf
	pier	
	reclamation project	
	ship canal	

Definite article in proper names

3.11. To achieve greater distinction or to adhere to the authorized form, the word *the* (or its equivalent in a foreign language) used as a part of an official name or title is capitalized. When such name or title is used adjectively, *the* is not capitalized, nor is it supplied at any time when not in copy.

British Consul v. The Mermaid (title of legal case)

The Dalles (Oreg.); The Weirs (N.H.); *but* the Dalles region; the Weirs streets

The Hague; *but* the Hague Court; the Second Hague Conference

El Salvador; Las Cruces; L'Esterel

The Adjutant General (only when so in copy)

3.12. In common practice, rule 3.11 is disregarded in references to newspapers, periodicals, vessels, airships, trains, firm names, etc.

the Times
 the Atlantic Monthly
 the Washington Star

the *Mermaid*
 the *Los Angeles*
 the *U-3*

the Federal Express
 the National Photo Co.
 the Netherlands

Particles in names of persons

3.13. In foreign names such particles as *d'*, *da*, *della*, *du*, *van*, and *von* are capitalized unless preceded by a forename or title. Individual usage, if ascertainable, should be followed.

Da Ponte; Cardinal da Ponte
 Du Pont; E. I. du Pont de Nemours & Co.
 Van Rensselaer; Stephen van Rensselaer
but d' Orbigny; Alcide d' Orbigny

3.14. In anglicized names such particles are usually capitalized, even if preceded by a forename or title, but individual usage, if ascertainable, should be followed.

Justice Van Devanter; Reginald De Koven
 Thomas De Quincey; William De Morgan
 Henry van Dyke (his usage)
 Samuel F. Du Pont (his usage); Irénée du Pont
 (for firm names, see p. 42)

3.15. If copy is not clear as to the form of such a name (for example, *La Forge* or *Laforge*), the two-word form should be used.

3.16. In names set in capitals, *de*, *von*, etc., are also capitalized.

Names of organized bodies

3.17. The full names of existing or proposed organized bodies and their shortened names are capitalized; other substitutes, which are most often regarded as common nouns, are capitalized only in certain specified instances to indicate preeminence or distinction. (See list on pp. 31-56.)

National governmental units:

U.S. Congress: 82d Congress; Congress; the Senate; the House; Committee of the Whole, the Committee; *but* committee (all other congressional committees)

Department of Agriculture: the Department; Division of Publications, the Division; *similarly* all departmental units; *but* legislative, executive, and judicial departments

Bureau of the Census: the Census Bureau, the Bureau

Geological Survey: the Survey

Interstate Commerce Commission: the Commission

Government Printing Office: the Office

Board of Commissioners of the District of Columbia: the Board of Commissioners; the Board

American Embassy, British Embassy: the Embassy; *but* the consulate; the consulate general

Treasury of the United States: General Treasury; National Treasury; Public Treasury; the Treasury; Treasury notes; New York Subtreasury, the subtreasury

Department of Defense:

Military Establishment; Armed Forces; *but* armed services

U.S. Army: the Army; the Infantry; 81st Regiment; Army Establishment; the Army Band; Army officer; Regular Army officer; Reserve officer; Volunteer officer; *but* army shoe; Grant's army; Robinson's brigade; the brigade; the corps; the regiment; infantryman

U.S. Navy: the Navy; the Marine Corps; Navy (Naval) Establishment; Navy officer; *but* naval shipyard; naval officer; naval station

French Ministry of Foreign Affairs; the Ministry; French Army; British Navy

International organizations:

United Nations: the Council; the Assembly; the Secretariat

Permanent Court of Arbitration: the Court; the Tribunal (only in the proceedings of a specific arbitration tribunal)

Hague Peace Conference of 1907: the Hague Conference; the Peace Conference; the Conference

Common-noun substitutes:

Virginia Assembly: the assembly; the senate; the house of delegates
 California State Highway Commission: Highway Commission of California; the highway commission; the commission
 Montgomery County Board of Health: the Board of Health, Montgomery County; the board of health; the board
 Common Council of the City of Pittsburgh: the common council; the council
 Buffalo Consumers' League: the consumers' league; the league
 Republican Party: the party
 Pennsylvania Railroad Co.: the Pennsylvania Railroad; Pennsylvania Co.; Pennsylvania Road; the railroad company; the company
 Riggs National Bank: the Riggs Bank; the bank
 Metropolitan Club: the club
 Yale School of Law: Yale University School of Law; School of Law, Yale University; school of law

3.18. The names of members and adherents of organized bodies are capitalized to distinguish them from the same words used merely in a descriptive sense.

a Representative (U.S. Congress)	a Socialist
a Republican	an Odd Fellow
an Elk	a Communist
a Liberal	a Boy Scout
a Shriner	a Knight (K.C., K.P., etc.)

Names of countries, domains, and administrative divisions

3.19. The official designations of countries, national domains, and their principal administrative divisions are capitalized only if used as part of proper names, as proper names, or as proper adjectives. (See table on p. 240.)

United States: the Republic; the Nation; the Union; the Government; *also* Federal, Federal Government; *but* republic (when not referring specifically to one such entity); republican (in general sense); a nation devoted to peace
 New York State: the State, a State (a definite political subdivision of first rank); State of Veracruz; Balkan States; six States of Australia; State rights; *but* state (referring to a Federal Government, the body politic); foreign states; church and state; statehood; state's evidence
 Territory of Hawaii: the Territory; a Territory; Territorial; *but* territory, territorial (not a political subdivision)
 Ethiopian Empire: the Empire; *but* empire (in general sense)
 Dominion of Canada: the Dominion; *but* dominion (in general sense)
 Ontario Province; Province of Ontario: the Province, Provincial; *but* province, provincial (in general sense)
 Crown Colony of Hong Kong, Cyprus: the colony, crown colony

3.20. The similar designations *commonwealth*, *confederation* (*federal*), *government*, *nation* (*national*), *powers*, *union*, etc., are capitalized only if used as part of proper names, as proper names, or as proper adjectives.

British Commonwealth, Commonwealth of Massachusetts: the Commonwealth; *but* commonwealth (in general sense)
 Swiss Confederation: the Confederation; the Federal Council; the Federal Government; *but* confederation, federal (in general sense)
 French Government: the Government; French and Italian Governments; Soviet Government; the Governments; *but* government (in general sense); the Churchill government; European governments
 Cherokee Nation: the nation; *but* Greek nation; American nations
 National Government (of any specific nation); *but* national customs
 Allied Powers (in World Wars I and II); Central Powers (in World War I); *but* the powers; European powers
 Union of South Africa: the Union; *but* union (in general sense)

Names of regions, localities, and geographic features

3.21. A descriptive term used to denote a definite region, locality, or geographic feature is a proper name and is therefore capitalized; also for temporary distinction a coined name of a region is capitalized.

the North Atlantic States; the Gulf States; the Central States; the Pacific Coast States; the Lake States; East North Central States; Eastern North Central States; Far Western States; Eastern United States
the West; the Midwest; the Middle West; Far West
the Eastern Shore (Chesapeake Bay)
the Badlands (S. Dak. and Nebr.)
the Continental Divide (Rocky Mountains)
Deep South; Midsouth
the Occident; the Orient

the Far East; Far Eastern; the East
Middle East, Middle Eastern, Midcast, Mideastern (Asia)
Near East (Balkans, etc.)
the Promised Land
the Continent (continental Europe)
the Western Hemisphere
the North Pole; the North and South Poles
the Temperate Zone; the Torrid Zone
the East Side (section of a city)
the Driftless Area (Mississippi Valley)
Western Germany; Western Europe (political entities)

3.22. A descriptive term used to denote mere direction or position is not a proper name and is therefore not capitalized.

north; south; east; west
northerly; northern; northward
eastern; oriental; occidental
east Pennsylvania; southern California
west Florida; *but* West Florida (1763-1819)
eastern region; western region

north-central region
east coast; eastern seaboard
central Europe; south Germany; southern France
but East Germany; West Germany (political entities)

Names of calendar divisions

3.23. The names of divisions are capitalized.

January; February; March; etc.
Monday; Tuesday; Wednesday; etc.
but spring; summer; autumn (fall); winter

Names of historic events, etc.

3.24. The names of holidays, ecclesiastic feast and fast days, and historic events are capitalized.

Battle of Bunker Hill
Battle of the Giants
Christian Era; Middle Ages; *but* 20th century
Feast of the Passover; the Passover

Fourth of July; the Fourth
Reformation
Renaissance
War of 1812; World War II; *but* war of 1914; Korean war

Trade names

3.25. Trade names, variety names, and names of market grades and brands are capitalized. Common nouns following such names are not capitalized. (See market grades, p. 46; trade names, pp. 54, 269.)

Foamite (trade name)
Plexiglas (trade name)
Snow Crop (trade name)

Choice lamb (market grade)
Yellow Stained cotton (market grade)
Red Radiance rose (variety)

Scientific names

3.26. The name of a phylum, class, order, family, or genus is capitalized; the name of a species is not capitalized, even though derived from a proper name.

Arthropoda (phylum), Crustacea (class), Hypoparia (order), Agnostidae (family), *Agnostus* (genus)
Agnostus canadensis; *Aconitum wilsoni*; *Epigaea repens* (genus and species)

3.36. To indicate preeminence or distinction in certain specified instances, a common-noun title immediately following the name of a person or used alone as a substitute for it is capitalized.

Title of a head or assistant head of state:

Franklin D. Roosevelt, President of the United States: the President; the President-elect; the Executive; the Chief Magistrate; the Commander in Chief; ex-President Hoover; former President Hoover; *similarly* the Vice President; the Vice-President-elect; ex-Vice-President Curtis Harry W. Nice, Governor of Maryland: the Governor of Maryland; the Governor; *similarly* the Lieutenant Governor; *but* secretary of state of Idaho; attorney general of Maine

Title of a head or assistant head of an existing or proposed National or District governmental unit:

Cordell Hull, Secretary of State: the Secretary; *similarly* the Acting Secretary; the Under Secretary; the Assistant Secretary; the Director; the Chief or Assistant Chief; the Chief Clerk; etc.; *but* Secretaries of the military departments.

Gen. Omar N. Bradley, Chairman, Joint Chiefs of Staff; Joint Chiefs of Staff; Chief of Staff, U.S. Air Force; the Chief of Staff; *but* the general (military title standing alone not capitalized)

Titles of members of diplomatic corps:

Walter S. Gifford, Ambassador Extraordinary and Plenipotentiary: the American Ambassador; the British Ambassador; the Ambassador; the Senior Ambassador; His Excellency; *similarly* the Envoy Extraordinary and Minister Plenipotentiary; the Envoy; the Minister; the Chargé d'Affaires; the Chargé; Ambassador at Large; Minister Without Portfolio; *but* the consul general; the consul; the attaché; etc.

Title of a ruler or prince:

Elizabeth II, Queen of England: the Queen; the Crown; Her Most Gracious Majesty; Her Majesty; *similarly* the Emperor; the Sultan; etc.

Edward, Prince of Wales: the Prince; His Royal Highness

Titles not capitalized:

Charles F. Hughes, rear admiral, United States Navy: the rear admiral
Cloyd H. Marvin, president of George Washington University: the president

C. H. Eckles, professor of dairy husbandry: the professor
John Smith, chairman of the committee: the chairman

3.37. In formal lists of delegates and representatives of governments, all titles and descriptive designations immediately following the names should be capitalized if any one is capitalized.

3.38. A title in the second person is capitalized.

Your Excellency
Your Highness
Your Honor

Mr. Chairman
Mr. Secretary

Not salutation:
my dear General
my dear sir

Titles of publications, papers, documents, acts, laws, etc.

3.39. In the full or short English titles of periodicals, series of publications, annual reports, historic documents, legal cases, and works of art, the first word and all important words are capitalized.

Statutes at Large; Revised Statutes; District Code; Bancroft's History; Journal (House or Senate) (short titles); *but* the code; the statutes
Atlantic Charter; Balfour Declaration; *but* British white paper
American Journal of Science
Saturday Evening Post; the Post
Philadelphia Inquirer

Monograph 55; Research Paper 123; Bulletin 420; Circular A; Article 15, Uniform Code of Military Justice; Senate Document 70; House Resolution 45; Presidential Proclamation No. 24; Executive Order No. 24; Royal Decree No. 24; Public Law 85-1; Private and Union Calendars; Calendar No. 80; Calendar Wednesday; Committee Print No. 32, committee print; *but* Senate bill 416; House bill 61
 Annual Report of the Public Printer, 1950; *but* seventh annual report, 19th annual report (see rule 11.10, p. 167)
 Declaration of Independence; the Declaration
 Constitution (United States or with name of country); constitutional; *but* New York State constitution; first amendment, 12th amendment (see rule 11.10, p. 167)
 Kellogg Pact; North Atlantic Pact; Atlantic Pact; Treaty of Versailles; Jay Treaty; *but* treaty of peace, the treaty (descriptive designations); treaty of 1919
United States v. Four Hundred Twenty-two Casks of Wine (legal case) (see also rule 18.33, p. 227)
 The Blue Boy (painting)

3.39.1. All principal words are capitalized in titles of addresses, articles, books, captions, chapter and part headings, editorials, essays, headings, headlines, motion pictures and plays (including TV and radio programs), papers, short poems, reports (not annual reports), songs, subheadings, subjects, and themes. The foregoing are also quoted. (See rule 9.112, p. 144, for examples of capitalization and use of quotation marks.)

3.40. In the short or popular titles of acts (Federal, State, or foreign) the first word and all important words are capitalized.

Revenue Act of 1926; Walsh-Healey Act; Panama Canal Act; Classification Act; *but* revenue act(s); act of 1926, 1926 act; the act; Harrison narcotic law; interstate commerce law

3.41. The capitalization of the titles of books, etc., written in a foreign language is to conform to national practice in that language. For further details and examples, see section on foreign languages.

3.42. In lists, including bibliographies and synonymies, and in footnote citations, capitalization will conform to the rules of this chapter, unless the work requires its own established style.

First words

3.43. The first word of a sentence, of an independent clause or phrase, of a direct quotation, of a line of poetry, or of a formally introduced series of items or phrases following a colon is capitalized.

The question is, Shall the bill pass?
 He asked, "And where are you going?"

Lives of great men all remind us
 We can make our lives sublime.

The vote was as follows: In the affirmative, 23; in the negative, 11; not voting, 3.

3.44. The first word of a fragmentary quotation is not capitalized.

He objected "to the phraseology, not to the ideas."

3.45. The first word following a colon, an exclamation point, or an interrogation point is not capitalized if the matter following is merely a supplementary remark making the meaning clearer.

Revolutions are not made: they come.
 Intelligence is not replaced by mechanism: even the televox must be guided by its master's voice.
 But two months dead! nay, not so much; not two.

What is this?
 Your knees to me? to your corrected son?

3.46. The first word following *Whereas* in resolutions, contracts, etc., is not capitalized; the first word following an enacting or resolving clause is capitalized.

Whereas the Constitution provides * * *; and
 Whereas Congress has passed a law * * *;
 Whereas, moreover, * * *: Therefore be it
 Whereas the Senate provided for the * * *: Now, therefore, be it
Resolved, That * * *; and be it further
Resolved by the Washington Board of Trade, That * * *
Provided, That * * *
Provided further, That * * *
Provided, however, That * * *
And provided further, That * * *
Ordered, That * * *
Be it enacted, That * * *

Center and side heads

3.47. Unless otherwise marked, (1) centerheads are set in capitals, and (2) sideheads are set in lowercase and only the first word and proper names are capitalized.

3.48. Except as indicated elsewhere, everything in a cap heading is set in caps; in a cap and small-cap heading, in caps and small caps; and in a small-cap heading, in small caps, including, if available, parentheses, brackets, and figures. En quads are used between words.

3.49. In heads set in caps, a small-cap *c* or *ac*, if available, is used in such names as *McLean* or *MacLeod*; otherwise a lowercase *c* or *ac* is used. In heads set in small caps, an apostrophe is used instead of the *c*, but a space is used after the *ac*.

3.50. In such names as *LeRoy*, *DeHostis*, *LaFollette*, etc. (one-word forms only), set in caps, the second letter of the particle is made a small cap, if available; otherwise lowercase is used. In heads set in small caps, a space is used.

3.51. In matter set in caps and small caps or caps and lowercase, capitalize all principal words, including parts of compounds which would be capitalized standing alone. The articles *a*, *an*, and *the*; the prepositions *at*, *by*, *for*, *in*, *of*, *on*, *to*, and *up*; the conjunctions *and*, *as*, *but*, *if*, *or*, and *nor*; and the second element of a compound numeral are not capitalized. (See also rule 9.112, p. 144.)

World in All-Out War
 Man Hit With 2-Inch Pipe
 No-Par-Value Stock for Sale
 Price-Cutting War
 Yankees May Be Winners
 Ex-Senator Is To Be Admitted
 Notice of Filing and Order on Exemption From Requirements
but Building on Twenty-first Street (if spelled)
 One Hundred and Twenty-three Years (if spelled)
 Only One-tenth of Shipping Was Idle
 Many 35-mm. Films in Production
 Built-Up Stockpiles Are Necessary (*Up* is adverb here)

3.51.1. *Continued* heads will be set according to rule 14.44, page 186.

3.52. If a normally lowercased short word is used in juxtaposition with a capitalized word of like significance in the sentence, it should also be capitalized.

Buildings In and Near Minneapolis

3.53. In a heading set in caps and lowercase or in caps and small caps, a normally lowercased last word, if it is the only lowercased word in the heading, should also be capitalized.

All Returns Are In

3.54. The first element of an infinitive verb is capitalized.

Controls To Be Applied *but* Aid Sent to Disaster Area

3.55. In matter set in caps and small caps, the abbreviations *etc.* and *et al.* are set in small caps; in matter set in caps and lowercase, these abbreviations are set in lowercase.

PLANES, GUNS, SHIPS, ETC.
JAMES BROS. ET AL.

Planes, Guns, Ships, etc.
James Bros. et al.

3.56. As accents in cap lines have a tendency to break off in proofing, presswork, etc., they may be omitted, even if the same words carry accents in text.

3.57. Paragraph series letters in parentheses appearing in heads set in caps, caps and small caps, small caps, or in caps and lowercase are to be set as in copy.

Addresses, salutations, and signatures

3.58. The first word and all principal words in addresses, salutations, and signatures are capitalized. (See "Datelines, Addresses, and Signatures," p. 217.)

Interjections

3.59. The interjection *O* is always capitalized; within a sentence other interjections are not capitalized.

Sail on, O Ship of State!
For lo! the days are hastening on.
But, oh, how fortunate!

Historic or documentary accuracy

3.60. Where historic or documentary accuracy is required, capitalization and other features of style of the original text should be followed.

4. GUIDE TO CAPITALIZATION

(Based on the preceding rules for capitalization)

- A-bomb
abstract B, 1, etc.
- Academy:
Andover; the academy
Merchant Marine; the Academy
Military; the Academy
National Academy of Sciences; the Academy of Sciences; the Academy
Naval; the Academy
but service academies
- Act (Federal, State, or foreign), short or popular title or with number; the act:
Classification
Economy
Lend-Lease Act; *but* lend-lease materials, etc.
Panama Canal
Public Act 145 (see also Public Act)
Revenue Act of 1928; *but* revenue act(s); act of 1928; 1928 act
Selective Training and Service
Tariff Act of 1930; 1930 Tariff Act
Trademark
Treasury Department Appropriation Act for the fiscal year ending June 30, 1943
Walsh-Healey Act; *but* Walsh-Healey law
- Acting, if part of capitalized title
Adjutant General, the (see The)
- Administration, with name; capitalized standing alone if referring to Federal unit:
Farmers Home
Food and Drug
Maritime
Veterans' (follow apostrophe)
but Roosevelt administration; administration bill, policy, etc.
- Administrator of Veterans' Affairs; the Administrator
- Admiralty, British, etc.
Admiralty, Lord of the
- Adviser, Legal (Department of State)
- Africa:
east
East Coast
north
South-West
West Coast
- Agency, if part of name; capitalized standing alone if referring to Federal unit:
Chippewa (Indian); the agency
Federal Security; the Agency
- Ages:
Age of Discovery
Dark Ages
Elizabethan Age
Golden Age (of Pericles only)
Middle Ages
but atomic age; Cambrian age; copper age; ice age; missile age; rocket age; space age; stone age; etc.
- Agreement, with name; the agreement:
General Agreement on Tariffs and Trade (GATT); the general agreement
International Wheat Agreement; the wheat agreement
Status of Forces; *but* status-of-forces agreements
but the Geneva agreement; the Potsdam agreement
- Air Force:
Air Explorers
Air National Guard (see National)
Base (see Base; Station)
Civil Air Patrol; Civil Patrol; the patrol
Command (see Command)
Reserve
Reserve Officers' Training Corps
WAF (see Women in the Air Force)
- Airport: La Guardia; National; the airport
- Alien Property, Office of (see Office)
- Alliance, Farmers', etc.; the alliance alliances and coalitions (see also powers):
Allied Powers; the powers (World Wars)
Axis, the; Axis Powers; the powers
Benelux (Belgium, Netherlands, Luxembourg)
Big Four (European); of the Pacific
Big Three
Central Powers; the powers (World War I)
European Economic Community (see also Common Market)
Fritalux (France, Italy, Benelux countries)
North Atlantic Treaty Organization (see Organization)
Western Powers
Western Union (powers); the union
- Allied (World Wars):
armies
Governments
Nations

- Allied—Continued
 peoples
 Powers; the powers; *but* European powers
 Allies, the (World Wars); *but* our allies
 Ambassador:
 British, etc.; the Ambassador; the Senior Ambassador; His Excellency Extraordinary and Plenipotentiary; the Ambassador; Ambassador at Large
 amendment:
 Social Security Amendments of 1954; 1954 amendments; the social security amendments; the amendments
 Tobey amendment
 to the Constitution (U.S.); first amendment, 14th amendment, etc. (see rule 11.10)
 American:
 Federation of Labor and Congress of Industrial Organizations (AFL-CIO); the federation
 Gold Star Mothers, Inc.; Gold Star Mothers; a Mother
 Legion (see Legion)
 National Red Cross; the Red Cross
 Veterans of World War II (AMVETS)
 War Mothers; War Mothers; a Mother
 Ancient Free and Accepted Masons; a Mason; a Freemason
 Annex, if part of name of building; the annex
 Antarctic Ocean (see Arctic; Ocean)
 anti-New Deal
 appendix 1, A, II, etc.; the appendix; *but* Appendix II, when part of title: Appendix II: Education Directory
 appropriation bill (see also bill):
 deficiency
 Department of Agriculture
 for any governmental unit
 independent offices
 Arab States
 Arabic numerals
 Archipelago, Philippine, etc.; the archipelago
 Architect of the Capitol; the Architect
 Archives, the, etc. (see The)
 Archivist of the United States; the Archivist
 Arctic:
 Circle
 Current (see Current)
 Ocean
 zone
but subarctic
 arctic (descriptive adjective):
 clothing
 conditions
 fox
 grass
-
- arctic—continued
 night
 seas
 Arctics, the
 Area, if part of name; the area:
 Cape Hatteras Recreational
 White Pass Recreation; etc.
but area 2; free trade area; Metropolitan Washington area
 Arlington:
 Memorial Amphitheater; the Memorial Amphitheater; the amphitheater
 Memorial Bridge (see Bridge)
 National Cemetery (see Cemetery)
 Arm, Cavalry, Infantry, etc. (military); the arm
 Armed Forces (synonym for overall Military Establishment)
 armed services
 armistice
 Armory, Springfield, etc.; the armory
 Army, American or foreign, if part of name; capitalized standing alone only if referring to U.S. Army:
 Active
 Adjutant General, the (see The)
 Band (see Band)
 branches: Gordon Highlanders; Royal Guards; etc.
 Brigade, 1st, etc.; the brigade; Robinson's brigade
 Command (see Command)
 Command and General Staff College (see College)
 Company A; A Company; the company
 confederate (referring to Southern Confederacy); the Confederates
 Continental; Continentals
 Corps (see Corps)
 District of Washington (military); the district
 Division, 1st, etc.; the division
 Engineers (the Corps of Engineers); the Engineers; *but* Army engineer
 Establishment
 Field Establishment
 Field Forces (see Forces)
 Finance Department; the Department
 First, etc.
 General of the Army; *but* the general
 General Staff; the Staff
 headquarters, 1st Regiment
 Headquarters of the; the headquarters
 Hospital Corps (see Corps)
 Medical Museum (see Museum)
 Organized Reserves; the Reserves
 Regiment, 1st, etc.; the regiment
 Regular Army officer; a Regular
 Revolutionary (American, British, French, etc.)
 service
 Surgeon General, the (see Surgeon General)
 Volunteer; the Volunteers; a Volunteer

¹ The colon is preferred; a dash is permissible; but a comma is too weak.

- army:
 Lee's army; *but* Clark's Fifth Army
 mobile
 mule, shoe, etc.
 of occupation; occupation army
 Red
 Arsenal, Rock Island, etc.; the arsenal
 article 15; *but* Article 15, when part of
 title: Article 15:² Uniform Code of
 Military Justice
 Articles of Confederation (U.S.)
 Assembly of New York; the assembly
 (see also Legislative Assembly)
 Assembly (see United Nations)
 Assistant, if part of capitalized title;
 the assistant
 assistant, Presidential (see Presidential)
 Assistant Secretary (see Secretary)
 Associate Justice (see Supreme Court)
 Association, if part of name; capitalized
 standing alone if referring to Fed-
 eral unit:
 American Association for the Ad-
 vancement of Science; the associ-
 ation
 Federal National Mortgage (Fannie
 Mac); the Association
 Young Men's Christian; the associ-
 ation
 Astrophysical Observatory (see Ob-
 servatory)
 Atlantic:
 Charter (see Charter)
 coast
 Coast States
 Destroyer Flotilla; the destroyer flo-
 tilla; the flotilla
 Fleet (see Fleet)
 mid-Atlantic
 North
 Pact (see Pact)
 seaboard
 slope
 South
 time, standard time (see time)
 but cisatlantic; transatlantic
 Attorney General (U.S.); *but* attorney
 general of Maine, etc.
 attorney, United States
 Authority, capitalized standing alone if
 referring to Federal unit:
 National Shipping; the Authority
 Port of New York; the port author-
 ity; the authority
 St. Lawrence Seaway Authority of
 Canada; the authority
 Tennessee Valley; the Authority
 autumn
 Avenue, Constitution, etc.; the avenue
 Award; Distinguished Service, Merit,
 Mother of the Year, etc.; the award
 (see also decorations, etc.)
 Axis, the (see alliances)
- Badlands (S. Dak. and Nebr.)
 Balkan States (see States)
 Baltic States (see States)
 Band, if part of name; the band:
 Army, Marine, Navy, Sousa's
 Eastern, etc. (of Cherokee Indians)
 Bank, if part of name; the bank;
 capitalized standing alone if refer-
 ring to international bank:
 Export-Import Bank of Washington
 (Eximbank); Export-Import Bank;
 the Bank
 Farm Loan Bank of Dallas; Dallas
 Farm Loan Bank; farm loan bank;
 farm loan bank at Dallas
 Farmers & Mechanics, etc.
 Federal home loan bank at Cum-
 berland
 Federal Land Bank of Louisville;
 Louisville Federal Land Bank;
 land bank at Louisville; Federal
 land bank
 Federal Reserve Bank of New York;
 Richmond Federal Reserve Bank;
 but Reserve bank at Richmond;
 Federal Reserve bank; Reserve
 bank; Reserve city
 First National, etc.
 German Central; the Bank
 International Bank for Reconstruc-
 tion and Development; the Bank
 International Monetary; the Bank
 International World; the Bank
 but blood bank, central reserve, soil bank
 Barracks, if part of name; the barracks:
 Carlisle
 Disciplinary (Leavenworth)
 Marine (District of Columbia)
 but A barracks; barracks A; etc.
 Base, Andrews Air Force; Air Force
 base; the base (see also Naval Base)
 Basin (see geographic terms)
 Battery, the (New York City)
 Battle, if part of name; the battle:
 of Gettysburg; *but* battle at Gettys-
 burg; etc.
 of the Bulge; of the Marne; of the
 Wilderness; of Waterloo; etc.
 battlefield, Bull Run, etc.
 battleground, Manassas, etc.
 Belt, if part of name; the belt:
 Corn
 Cotton
 Dairy
 Ice
 Wheat
 but Bible belt, goiter belt
 Bench (see Supreme Bench)
 Benelux (see alliances)
 Bible; Biblical; Scriptures; etc. (see
 also book)
 Big Inch; Little Inch (pipelines)
 bill, Kiess; Senate bill 217; House bill 31
 (see also appropriation bill)
 Bill of Rights (historic document); *but*
 GI bill of rights
 Bizonia; bizonal; bizone

² See footnote 1, p. 32.

Bluegrass region, etc.
 B'nai B'rith
 Board, if part of name; capitalized standing alone only if referring to Federal, interdepartmental, District of Columbia, or international board:
 Civil Aeronautics
 Employees' Compensation Appeals
 Federal Maritime
 Federal Reserve (see Federal)
 General (Navy)
 Loyalty Review
 Macy Board, etc. (Federal board with name of person)
 Military Production and Supply (NATO)
 of Directors (Federal unit); *but* board of directors (nongovernmental)
 of Education (District of Columbia)
 of Health of Montgomery County; Montgomery County Board of Health; the board of health; the board
 of Managers (of the Soldiers' Home)
 of Regents (Smithsonian)
 of Visitors (Military and Naval Academies)
 on Geographic Names
 Bolshevik; Bolsheviki (collective plural); Bolshevist; bolshevism
 bond:
 defense bond; defense savings bond; savings bond; defense savings bonds and stamps; E-bond; savings bonds and stamps
 Victory bond; the bond
 war savings bond; savings bond; war bond
also Governments, Treasuries
 book:
 books of the Bible
 First Book of Samuel; etc.
 Good Book (synonym for Bible)
 book 1, I, etc.; *but* Book 1, when part of title: Book 1:³ The Golden Legend
 border, United States-Mexican
 Borough, if part of name: Borough of the Bronx; the borough
 Botanic Garden (National); the garden
 Bowl, Dust, Ice, Rose, etc.; the bowl
 Boxer Rebellion (see Rebellion)
 Boy Scouts (the organization); a Boy Scout; a Scout
 Branch, if part of name; capitalized standing alone only if referring to a Federal or District of Columbia unit:
 Accounts Branch
 Public Buildings Branch
but executive, judicial, or legislative branch
 Bridge, if part of name; the bridge:
 Arlington Memorial; Memorial
 Francis Scott Key; Key

Bridge—Continued
 M Street
but Pennsylvania Railroad bridge
 Brother(s) (adherent of religious order)
 Budget of the United States (publication); the Budget (Bureau implied); the budget
 budget:
 department
 estimate
 Federal
 message
 performance-type
 President's
 Building, if part of name; the building:
 Capitol (see Capitol Building)
 Colorado
 House (or Senate) Office
 Investment
 New House (or Senate) Office
 Old House Office
 Pentagon
 the National Archives; the Archives
 Treasury; Treasury Annex
 Bulletin 420; Farmers' Bulletin No. 420
 Bureau, if part of name; capitalized standing alone only if referring to Federal, District of Columbia, or international unit:
 of Customs; Customs Bureau
 of Engraving and Printing
 of Foreign and Domestic Commerce
 of Indian Affairs
 of Mines; Mines Bureau
 of Social Hygiene, New York; the bureau; etc.
 of the Budget; Budget Bureau
 Cabinet, American or foreign, if part of name or standing alone (see also foreign cabinets):
 British Cabinet; the Cabinet
 the President's Cabinet; the Cabinet;
 Cabinet officer, member
 Calendar, if part of name; the calendar:
 Consent; etc.
 House
 No. 99
 of Bills and Resolutions
 Private
 Senate
 Unanimous Consent
 Union
 Wednesday (legislative)
 Cambrian age (see Ages)
 Camp Gary, etc.; the camp
 Canal, with name; the canal:
 Isthmian
 Panama
 Zone (Isthmian); the zone (see also Government)
 Cape (see geographic terms)
 Capital, Capital City, National Capital (Washington, D.C.); *but* the capital (State)
 Capitol Building (State); the capitol

³ See footnote 1, p. 32.

- Capitol, the (Washington, D.C.):
 Architect of (see Architect of the Capitol)
 caueus room
 Chamber
 dome
 Grounds
 Hall of Fame; the Hall
 Halls (House and Senate)
 Halls of Congress
 Hill; the Hill
 Police (see Police)
 Power Plant
 Prayer Room
 Press Gallery, etc.
 rotunda
 stationery room
 Statuary Hall
 the well (House or Senate)
- Cemetery, if part of name: Arlington
 National; the cemetery
- Census:
 Seventeenth Decennial (title); Seven-
 teenth Census (title); the census
 1950 census
 1950 Census of Agriculture; the
 census of agriculture; the census
 the 14th and subsequent decennial
 censuses
- Center, Agricultural Research, etc.;
 the center
- central Asia, central Europe, etc.
- Central States
- central time, central standard time (see
 time)
- century, first, 20th, etc. (see rule 11.10)
- Chair, the, if personified
- Chairman:
 of the Board of Directors; the Chair-
 man (Federal); *but* chairman of the
 board of directors (non-Federal)
 of the Committee of the Whole
 House; the Chairman
 of the Federal Trade Commission;
 the Chairman
 of the Loyalty Board; the Chairman
but chairman of the Appropriations
 Committee
- Chamber of Commerce; the chamber:
 of Boston; Boston Chamber of Com-
 merce; the chamber of commerce
 of the United States; U.S. Chamber
 of Commerce; the chamber of
 commerce
- Chamber, the (Senate or House)
- channel 3 (TV); the channel (see also
 graphic terms, p. 43)
- Chaplain (House or Senate); *but* Navy
 chaplain
- chapter 5, II, etc.; *but* Chapter 5, when
 part of title: Chapter 5:⁴ Research
 and Development
- Chargé d'Affaires, British, etc.; the
 Chargé d'Affaires; the Chargé
- chart 2, A, II, etc.; *but* Chart 2, when
 part of legend: Chart 2.—Army
 strength
- Charter, capitalized with name; the
 charter:
 Atlantic
 United Nations
- cheese: Camembert, Cheddar, Roque-
 fort, etc.
- Chief, if referring to head of Federal or
 District of Columbia unit; the Chief:
 Forester (see Forester)
 Intelligence Office
 Justice (U.S. Supreme Court); *but*
 chief justice (of a State)
 Magistrate (the President)
 of Division of Publications
 of Engineers (Army)
 of Naval Operations
 of Staff
 of the Bureau of Insular Affairs
- Chief Clerk, if referring to head of Fed-
 eral or District of Columbia unit
- Christian; Christian name, etc.; Chris-
 tendom; Christianity; Christianize;
but christen
- church and state
- church calendar:
 Christmas
 Easter
 Lent
 Whitsuntide (Pentecost)
- Church, if part of name of organization
 or building
- Circle, if part of name; the circle:
 Arctic
 Logan
but great circle
- Circular 420
- cities, sections of, official or popular
 names:
 East Side
 Latin Quarter
 North End
 Northwest Washington, etc. (Dis-
 trict of Columbia); *but* northwest
 (directional)
- the Loop
- City, if part of corporate or popular
 name; the city:
 Kansas City; the two Kansas Citys
 Mexico City
 New York City
 Twin Cities
 Washington City; *but* city of Wash-
 ington
- Windy City
but Reserve city (see Bank)
- civil action No. 46
- Civil Air Patrol (see Air Force)
- Civil Service, capitalize only when
 word "Commission" follows or is
 implied:
 the Civil Service has ruled
but civil service employee, examina-
 tion, etc.
- Civil War (see War)
- Clan, if part of tribal name; the clan
- class 2, A, II, etc.; *but* Class 2 when
 part of title: Class 2:⁴ Leather Prod-
 ucts

⁴ See footnote 1, p. 32.

Clerk, the, of the House of Representatives; of the Supreme Court of the United States
 coal sizes: pea, barley, buckwheat, stove, etc.
 coast: Atlantic, east, gulf, west, etc.
 Coast Guard, U.S.; the Coast Guard; Coastguardsman Smith; *but* a coastguardsman; a guardsman
 Coastal Plain (Atlantic and Gulf)
 Code (in shortened title of a publication); the code:
 District
 Federal Criminal
 Internal Revenue
 International (signal)
 of Federal Regulations
 Penal; Criminal; etc.
 Pennsylvania State
 Uniform Code of Military Justice
 United States
 but civil code; flag code; Morse code
 collection, Brady, etc.; the collection
 collector of customs
 College, if part of name; the college:
 Armed Forces Staff
 Command and General Staff
 Gettysburg
 National War
 of Bishops
 but electoral college
 college degrees: bachelor of arts, master's, etc.
 Colonials (American Colonial Army); *but* colonial times, etc.
 Colonies, the:
 Thirteen
 Thirteen American
 Thirteen Original
 but 13 separate Colonies
 colonists, the
 Colony: Cyprus, Crown Colony of Hong Kong; the colony, crown colony
 Cominform (see U.S.S.R.)
 Command, capitalize with name; the command:
 Air Materiel
 GHQ Far East
 Joint Far Eastern
 Potomac River Naval
 Zone of Interior
 Commandant, the (Coast Guard or Marine Corps only)
 Commandos, the; Commando raid; a commando; a commandoman
 Commission, if part of name; capitalized standing alone if referring to Federal, District of Columbia, or international commission:
 Alaska Road
 Atomic Energy
 Civil Service
 District (District of Columbia)
 Electoral
 International Boundary, United States, Alaska, and Canada

Commission—Continued
 of Fine Arts
 on Civil Rights
 on Organization of the Executive Branch of the Government (Hoover)
 Public Buildings
 Public Utilities (District of Columbia)
 Commissioner, if referring to Federal, District of Columbia, or international commission; the Commissioner
 Land Bank; *but* land bank commissioner loans
 of Customs
 of Immigration and Naturalization
 of Patents
 of the District of Columbia; the Commissioner(s)
 of the Five Civilized Tribes, etc.
 U.S. (International Boundary Commission, etc.)
 but a U.S. commissioner
 Committee, if part of name; the Committee, if referring to international or noncongressional Federal committee or to the Committee of the Whole, the Committee of the Whole House, or the Committee of the Whole House on the State of the Union:
 American Medical Association Committee on Education; the committee
 Appropriations, etc.; the committee; Subcommittee on Appropriations; the subcommittee; subcommittee of the Appropriations Committee
 Democratic National; the national committee; the committee; national committeeman
 Democratic policy committee; the committee
 Interagency Advisory Committee on Domestic Transport and Storage and Post Utilization; the Committee
 Joint Committee on Atomic Energy; the Joint Committee; the committee; *but* a joint committee
 of Defense Ministers (NATO); the Committee (see also Organization, North Atlantic Treaty)
 of One Hundred, etc.; the committee
 on Finance; the committee
 on Post Office and Civil Service; the committee
 on Public Safety; the committee
 President's Advisory Committee on Management; the Committee
 Republican National; the national committee; the committee; national committeeman
 Republican policy committee; the committee

- Committee—Continued
 Select Committee on Astronautics and Space Exploration; the select committee
 Senate policy committee
 Subcommittee No. 5, etc.; the subcommittee
 Subcommittee on Immigration
but Kefauver committee
ad hoc committee
 Committee Print No. 32; committee print
 Common Market (European Economic Community); *also* Common Market Treaty
 Commonwealth of Australia, Massachusetts, etc.; British Commonwealth; the Commonwealth
 Commune (of Paris)
 Communist; communism; communistic
 Communist government, etc. (see U.S.S.R.)
 Community, European Coal and Steel; European Economic; the Community compact, U.S. marine fisheries, etc.; the compact
 Company, if part of name; capitalized standing alone if referring to unit of Federal Government:
 Panama Railroad Company; the Company
 Procter & Gamble Co.; the company
 Comptroller:
 of the Currency; the Comptroller of the Post Office Department; the Comptroller
 Comptroller General (U.S.); the Comptroller
 conelrad
 Confederacy (of the South)
 Confederate Army; government; soldier; States
 Confederation, Swiss; the Confederation
 Conference, if referring to governmental (U.S.) or international conference:
 Bretton Woods; the Conference
 Judicial Conference of the United States; U.S. Judicial Conference; Judicial Conference; the Conference
 Sixth Annual Conference of Southern Methodist Churches; the conference
but conference of Governors; conference of mayors; Governors' conference
 Confession, Augsburg
 Congress (convention), if part of name; capitalized standing alone if referring to international congress:
 International Good Roads; Good Roads; the Congress
 of Parents and Teachers, National; the congress
 Congress (legislature), if referring to national congress:
 of Bolivia, etc.; the Congress
 of the United States; First, Second, 11th, 82d, etc. (see rule 11.10); the Congress
- Congressional:
 Directory; the directory
 District, First, 11th, etc.; the First, 11th, District (see rule 11.10); the congressional district; the district
 Library; the Library
 Medal of Honor (see decorations)
but congressional action, committee, etc.
 Congressman; Congressman at Large; Member of Congress; Member; membership
 Constitution, with name of country; capitalized standing alone when referring to a specific national constitution; *but* New York State constitution; the constitution
 constitutional
 consul, British, etc.
 consul general, British, etc.
 consulate, British, etc.
 Consumer Price Index (official title); the price index; the index; *but* a consumers' price index (descriptive)
 Continent, only if following name; American Continent; the continent; *but* the Continent (continental Europe)
 Continental:
 Army; the Army
 Congress; the Congress
 Divide (see Divide)
 Outer Continental Shelf
 Shelf; the shelf
 continental:
 care not a continental, etc.
 Europe, United States, etc.
 Continentals (Revolutionary soldiers)
 Convention, governmental (U.S.), international, or national political; the convention:
 Constitutional (United States, 1787): the Convention
 Democratic National
 Genocide
 19th Annual Convention of the American Legion
 on International Civil Aviation
 Universal Postal Union; Postal Union
also International Postal; Warsaw convention of 1907 (not formal name)
 Coordinator of Information; the Coordinator
 copper age (see Ages)
 Corn Belt (see Belt)
 Corporation, if part of name; the Corporation, if referring to unit of Federal Government:
 Commodity Credit
 Federal Deposit Insurance
 Petroleum Reserves
 Rand Corp.; the corporation (see also abbreviation, p. 160)
 St. Lawrence Seaway Development Corporation

Corporation—Continued
 Union Carbide Corp.; the corporation
 Virgin Islands
 Corps, if part of name; the corps (see also Reserve):
 Adjutant General's
 Army Hospital
 Artillery
 Chemical
 Counterintelligence
 Enlisted Reserve
 Finance
 Foreign Service Officer (see Foreign Service)
 Judge Advocate General's
 Marine (see Marine Corps)
 Medical
 Military Police
 Nurse
 of Engineers; Army Engineers; *but* Army engineer
 Officers' Reserve
 Ordnance
 Quartermaster
 Reserve Officers' Training (ROTC)
 VII Corps, etc. (see rule 11.10)
 Signal
 Transportation
 Women's Army (WAC); a Wac, the Wacs
but diplomatic corps
 corpsman; hospital corpsman
 Cotton Belt (see Belt)
 Council, if part of name; capitalized standing alone if referring to Federal or international unit (see also United Nations):
 Boston City; the council
 Choctaw, etc.; the council
 Federal Personnel; the Council
 His Majesty's Privy Council; the Privy Council; the Council
 National Security; the Council of Foreign Ministers (NATO); the Council
 of the Organization of American States; the Council
 Philadelphia Common; the council
 councilor, privy
 Counsel (see General Counsel)
 County, Frederick; county of Frederick; County Kilkenny; etc.; the county
 Court (of law) (see also Courtwork, pp. 225-236); capitalized if part of name of national or international court, U.S. court, district court, or, State court; lowercased if part of the name of city or county court; capitalized standing alone if referring to the Supreme Court of the United States, to Court of Impeachment (U.S. Senate), or to international court:
 Circuit Court of the United States for the Second Circuit; Circuit Court for the Second Circuit; the circuit court; the court

Court—Continued
 Court of Appeals of the State of Wisconsin, etc.; the court of appeals; the court
 Court of Claims; the court
 Court of Customs and Patent Appeals; the court
 Court of Impeachment, the Senate; the Court
 District Court of the United States for the Eastern District of Missouri; the district court; the court
 District of Columbia municipal court
 Emergency Court of Appeals, United States; the court
 International Court of Justice; the Court
 Permanent Court of Arbitration; the Court
 Supreme Court of the United States (see Supreme Court)
 Supreme Court of Virginia, etc.; the supreme court; the court
 Tax Court; the court
 U.S. Court of Appeals for the District of Columbia; the court
 Covenant, League of Nations; the covenant
 Creed, Apostles'; the Creed
 Croix de Guerre (see decorations)
 Crown, if referring to a ruler; *but* crown colony, lands, etc. (see rule 3.19)
 Current, if part of name; the current:
 Arctic
 Humboldt
 Japan
 North Equatorial
 customhouse; customs official
 czar, czarist
 Dairy Belt (see Belt)
 Dalles, The; *but* the Dalles region
 Dam (see geographic terms)
 Dark Ages (see Ages)
 Dark Continent (Africa)
 Daughters of the American Revolution; a Real Daughter; King's Daughters; a Daughter
 days (see holidays)
 D-day, etc. (see holidays)
 dean of the diplomatic corps
 Declaration, capitalized with name:
 of Independence; the Declaration of Panama; the declaration
 decorations, medals, etc., awarded by United States or any foreign national government; the medal, the cross, the ribbon (see also awards):
 Air Medal
 Bronze Star Medal
 Commendation Ribbon
 Congressional Medal of Honor
 Croix de Guerre
 Distinguished Flying Cross
 Distinguished Service Cross
 Distinguished Service Medal
 Good Conduct Medal

decorations—continued

Iron Cross
 Legion of Merit
 Medal for Merit
 Medal of Freedom
 Medal of Honor
 Purple Heart
 Silver Star
 Soldier's Medal
 Victoria Cross
 Victory Medal
also Carnegie Medal, etc.
 Decree (see Executive; Royal Decree)
 Deep South
 defense bond (see bond)
 Defense Establishment (see Establishment)
 De Gaulle Free French; Free French;
 Fighting French; *but* de Gaullist
 Deity, words denoting, capitalized
 delegate (to a conference); the dele-
 gate; the delegation
 Delegate (U.S. Congress)
 Delta, Mississippi River; the delta
 Department, if part of name; capital-
 ized standing alone if referring to
 Federal, District of Columbia, or
 international unit:

Highway (District of Columbia)

Post Office

Treasury

Yale University Department of
 Economics; the department of
 economics; the department

department:

clerk

legislative, executive, judicial depart-
 ments

Depot, if part of name; the depot (see
also Station)

Deputy, if part of capitalized title; *but*
 the deputy

derivatives of proper names:

alaska seal (fur)	britannia metal
angora wool	britannia ware
angstrom unit	brussels carpet
apache (Paris)	brussels sprouts
argyle wool	bunsen burner
artesian well	burley tobacco
astrakhan fabric	cesarean opera- tion
axminster rug	canada balsam
babbitt metal	(microscopy)
bakelite	carlsbad twins
belleek ware	(petrography)
benday process	cashmere shawl
bessemer steel	castile soap
bohemian set	chantilly lace
bologna sausage	chesterfield coat
bordeaux mix- ture	china clay
bourbon whisky	chinese blue
bowie knife	climax basket
braille	collins (drink)
brazil nut	congo red
brazilwood	cordovan leather
brewer's yeast	coulomb
bristolboard	curie

derivatives of proper names—con.

decauville rail	mach (no period)
degaussing ap- paratus	number
delftware	madras cloth
derby hat	maginot line
diesel engine,	manila paper
dieselize	maraschino
dotted swiss	cherry
epsom salt	mason jar
fedora hat	maxwell
fletcherize	melba toast
frankfurt sau- sage	mercerized fabric
frankfurter	merino sheep
french chalk	monotype ⁵ mat- ter
french dressing	morocco leather
french-fried po- tatoes	morris chair
fuller's earth	murphy bed
gargantuan	navy blue
gauss	nelson, half nel- son, etc.
georgette crepe	neon light
german silver	newmarket cloak
gilbert	newton
glauber salt	nissen hut
gothic type	norfolk jacket
graham bread	oriental rug
harderian gland	osnaburg cloth
harveyized steel	oxford shoe
herculean task	panama hat
hessian fly	parianware
holland cloth	paris green
hoolamite detec- tor	parkerhouse roll
hudson seal (fur)	pasteurized milk
india ink	persian lamb
india rubber	petri dish
intertype ⁵ slug	pharisaic
italic type	philistine
jamaica ginger	pitman arm
japan varnish	pitot tube
jersey fabric	plaster of paris
johnin test	portland cement
joule	prussian blue
kafircorn	pullman car; pull- manize
klieg light	quisling
knickerbocker	quixotic idea
kraft paper	quonset hut
lambert	rembert wheel
leghorn hat	roentgen
levant leather	roman candle
levantine silk	roman cement
lilliputian	roman type
linotype ⁵ slug	russia leather
logan tent	russian bath
london purple	rutherford
ludlow ⁵ type	sanforize
lufbery circle	saratoga chips
lynch law	scotch plaid
lyonnaise pota- toes	scotch tape
macadamized road	shanghai
	siamese twins
	simon pure
	spanish omelet

⁵ Lowercased as adjective, but still capitalized if referring to machine itself.

derivatives of proper names—con.

stillson wrench	vaseline
stubs wire	venetian blind
surah silk	venturi tube
swiss cheese, <i>but</i>	victoria (carriage)
Swiss watch	vienna bread
tabasco sauce	virginia reel
taintor gate	wedgwoodware
timothy grass	wheatstone
turkey red	bridge
turkish towel	wilton rug
utopia, utopian	woodruff key
vandyke collar	zeppelin

deutsche mark

diplomatic corps (see also Corps; service)

Director, if referring to head of Federal, District of Columbia, or international unit; the Director:

District Director of Internal Revenue
of Coast and Geodetic Survey
of Fish and Wildlife Service
of the Budget
of the Mint
of Vehicles and Traffic

but director, board of directors (non-governmental)

Director General of Foreign Service; the Director General; the Director

Distinguished Service Medal, etc. (see decorations)

District, if part of name; the district:
Alexandria School District No. 4;
the school district

Chicago Sanitary; the sanitary district

Congressional (see Congressional)
Federal (see Federal)

1st Naval; naval district

Grant County Public Utility; the utility district

Imperial Valley Irrigation; the irrigation district

Los Angeles Water; the water district

Manhattan Engineer (atomic)

but customs district No. 2; first assembly district; school district No. 4

District of Columbia; the District:

Anacostia Flats; the flats

Arlington Memorial Bridge; the Memorial Bridge; the bridge

District jail; the jail

Engineer Commissioner; the Commissioner

Engineer Department; the Department

General Hospital; the hospital

Highway Bridge; 14th Street Bridge; the bridge

juvenile court; the court

Mall, the

Metropolitan Police; Metropolitan policeman; the police

Monument Grounds; the grounds

Monument, Washington; the monument

District of Columbia—Continued
municipal court

police court

Public Library; the library

Reflecting Pool; the pool

Speedway, the

Tidal Basin; the basin

Washington Channel; the channel

Divide, Continental (Rocky Mountains); the divide

Divine Father; *but* divine guidance, divine providence, divine service

Division, Army, if part of name: 1st Division; the division

Division, if referring to Federal or District of Columbia governmental unit; the Division:

Electro-Motive Division; the division; *but* division of General Motors

of Air Services

of Parcel Post

of Railway Mail Service

of the Federal Register

Passport

Trinity River division (reclamation); the division

Dixie; Dixiecrat

docket No. 66

Doctrine, Monroe; the doctrine; *but* Truman, Eisenhower doctrine

Document, if part of name; the document:

Document No. 2

Document Numbered One Hundred and Thirty

Dominion of Canada, of New Zealand, etc.; the Dominion; *but* British dominions; a dominion; dominion status

drawing II, A, 3, etc.; *but* Drawing 2 when part of title: Drawing 2.—

Hydroelectric Power Development

Driftless Area (Mississippi Valley)

Dust Bowl (see Bowl)

eagle boat (class)

earth, lowercase unless used with names of other planets

East:

Coast (Africa)

Europe (political entity)

Germany (political entity)

Middle, Mideast (Asia)

Near (Balkans)

South Central States

the East (section of United States); *also* Communist political entity

east:

Africa

coast (U.S.)

Pennsylvania

Eastern:

Europe (political entity)

Far (Orient) (see Far East)

Germany (political entity)

Eastern—Continued
 Gulf States
 Hemisphere (see Hemisphere)
 Middle, Mideastern (Asia)
 North Central States
 Shore (Chesapeake Bay)
 States
 United States
 eastern:
 France
 seaboard
 time, eastern standard time (see time)
 Wisconsin
 easterner
 E-bond
 elector, presidential (see Presidential)
 electoral college; the electors
 Elizabethan Age (see Ages)
 Emancipation Proclamation (see Proclamation)
 Embassy, British, etc.; the Embassy
 Emperor, Ethiopian, etc.; the Emperor
 Empire, Ethiopian, etc.; the Empire;
but an empire
 Engine Company, Bethesda; engine company No. 6; No. 6 engine company; the company
 Engineer Commissioner (see District of Columbia)
 Engineer Department (see District of Columbia)
 Engineer officer, etc. (of Engineer Corps)
 Engineers, Chief of (see Chief)
 Engineers, Corps of (see Corps)
 Envoy Extraordinary and Minister Plenipotentiary; the Envoy; the Minister
 Equator, the; equatorial
 Establishment, if part of name; the establishment:
 Army
 Army Field
 Defense
 Military
 Naval; *but* naval establishments
 Navy
 Post Office; Postal
 Reserve
 Shore
but civil establishment; legislative establishment
 Estate, Girard (a foundation); the estate
 estate, third (the commons); fourth (the press); etc.
 European theater of operations; the European theater; the theater
 Excellency, His; Their Excellencies
 Exchange, New York Stock; the stock exchange; the exchange
 Executive (President of United States):
 Decree No. 100; Decree 100; *but* Executive decree
 Document No. 95
 Mansion; the mansion; the White House

Executive—Continued
 Office; the Office
 Order No. 34; Order 34; *but* Executive order
 power
 executive:
 agreement department
 branch document
 communication paper
 exhibit 2, A, II, etc.; *but* Exhibit 2, when part of title: Exhibit 2:⁶ Capital Expenditures, 1935-49
 Expedition, Byrd; Lewis and Clark; the expedition
 Experiment Station (see Station)
 Explorer I, etc.
 Exposition, California-Pacific International, etc.; the exposition
 Express, if part of name: Federal Express, the
 Fair Deal
 Fair, World's, etc.; the fair
 Falangist
 fall (season)
 Falls, Niagara; the falls
 fanciful appellations capitalized:
 Bay State (Massachusetts)
 Big Four (powers, railroad, etc.)
 City of Churches (Brooklyn)
 Fair Deal
 Great Father (the President)
 Keystone State (Pennsylvania)
 New Deal
 the Hub (Boston)
 Far East, Far Eastern (the Orient); Far West (U.S.); *but* far western
 Farm, if part of name; the farm:
 Johnson Farm; *but* Johnson's farm
 San Diego Farm
 Wild Tiger Farm
 Fascist; Fascisti; fascism
 Father of his Country (Washington)
 Federal (synonym for United States or other sovereign power):
 District (Mexico)
 Government (of any national government)
 grand jury; the grand jury
 land bank (see Bank)
 Personnel Council (see Council)
 Register (publication); the Register
 Reserve bank (see Bank)
 Reserve Board, the Board; *also* Federal Reserve System, the System;
 Federal Reserve Board Regulation W, *but* regulation W
 federally
 fellow, fellowship (academic); lowercase with name
 Field, Byrd, Stewart, etc.; the field
 fifth column; fifth columnist
 figure 2, A, II, etc. (illustration); *but* Figure 2, when part of legend: Figure 2.—Market scenes

⁶ See footnote 1, p. 32.

firm names:

A-C Spark Plug Co.
 Allen-A Co.
 Allen B. Du Mont Laboratories
 Allis-Chalmers Manufacturing Co.
 Aluminium, Ltd.
 American Bank Note Co.
 American Telephone & Telegraph Co.
 Appleton-Century-Crofts, Inc.
 Bausch & Lomb Optical Co.
 Beech-Nut Life Savers, Inc.
 Carson, Pirie, Scott & Co.
 Champion Paper & Fibre Co.
 Chance Vought Aircraft, Inc.
 Chicago & North Western Railway Co.
 Colgate-Palmolive Co.
 Colt's Patent Fire Arms Manufacturing Co.
 Curtiss-Wright Corp.
 D.C. Transit System, Inc.
 Deepfreeze Appliance Division
 De Laval Steam Turbine Co.
 DeVilbiss Co.
 Dillon, Read & Co.
 Dow, Jones & Co.
 Dun & Bradstreet
 E. I. du Pont de Nemours & Co.
 Francis I. du Pont & Co.
 Eagle-Picher Co., Inc.
 Electric Auto-Lite Co.
 Fibreboard Paper Products Corp.
 Great Atlantic & Pacific Tea Co. (A. & P.)
 Gruman Aircraft Engineering Corp.
 Halsey, Stuart & Co.
 Harris-Intertype Corp.
 Hart Schaffner & Marx
 Houghton Mifflin Co.
 Ingersoll-Rand Co.
 Johns-Manville Corp.
 Kennecott Copper Co.
 R. G. LeTourneau, Inc.
 Libbey-Owens-Ford Glass Co.
 Libby, McNeill & Libby
 Macmillan Co.
 Merck Sharp & Dohme Division
 Merrill Lynch, Pierce, Fenner & Smith
 Montgomery Ward & Co.
 Moore-McCormack Lines, Inc.
 Olin Mathieson Chemical Corp.
 Owens-Corning Fiberglas Corp.
 Parke, Davis & Co.
 J. C. Penney Co.
 Phelps Dodge Corp.
 Price Waterhouse & Co.
 Procter & Gamble Co.
 Rand McNally & Co.
 Sears, Roebuck & Co.
 Sperry Rand Corp.
 Sunray Mid-Continent Oil Co.
 Trans World Airlines
 First Lady (wife of President)
 First World War (see War)

flag code

flag, U.S.:

Old Flag, Old Glory
 Stars and Stripes
 Star-Spangled Banner

flags, foreign:

Tricolor (French)
 Union Jack (British)
 United Nations

Flats, Anacostia (see District of Columbia)

Fleet, if part of name; the fleet:

Atlantic
 Channel
 Grand
 High Seas
 Marine Force
 Naval Reserve
 Pacific, etc. (naval)
 6th Fleet, etc.
 United States

floor (House or Senate)

Force(s), if part of name; the force(s):

Active Forces
 Air (see also Air Force)
 Armed Forces (synonym for overall Military Establishment)
 Army Field Forces; the Field Forces
 Fleet Marine
 Navy Battle (see Navy)
 Navy Scouting (see Navy)
 7th Task; the task force; *but* task force report (Hoover Commission)
 United Nations Emergency; the Emergency Force; the Force; *but* United Nations police force

foreign cabinets:

Foreign Office; the Office
 Minister of Foreign Affairs; the Minister
 Ministry of Foreign Affairs; the Ministry
 Premier
 Prime Minister

Foreign Legion (French); the legion

Foreign Service; the Service:

officer
 Officer Corps; the corps
 Reserve officer; the Reserve officer
 Reserve Officer Corps; the Reserve Corps; the corps
 Staff officer; the Staff officer
 Staff Officer Corps; the Staff Corps; the corps

Forest, if part of name; the national forest; the forest:

Angeles National
 Black
 Coconino and Prescott National Forests

but State and National forests

Forester (Chief of Forest Service); the Chief; *also* Chief Forester

form 2, A, II, etc.; *but* Form 2, when part of title: Form 1040; ⁷ Individual Income Tax Return; *but* withholding tax form

Fort McHenry, etc.; the fort

⁷ See footnote 1, p. 32.

Foundation, if part of name; capitalized standing alone if referring to Federal unit:
 Chemical; the foundation
 Infantile Paralysis; the foundation
 National Science; the Foundation
 Russell Sage; the foundation
 Founding Fathers (colonial)
 four freedoms
 Four Power Pact (see Pact)
 free list; *but* Title I: ⁸ Free List
 free trade area
 free world
 Frisco (for San Francisco; no apostrophe)
 Fritalux (see alliances)
 Fund, if part of name; capitalized standing alone if referring to international or United Nations fund:
 Common Market
 Development Loan Fund; the Fund (U.S. Government corporation)
 International Monetary
 Rockefeller Endowment; the fund
 Special Projects
but civil service retirement fund; mutual security fund; national service life insurance fund; revolving fund
 Gadsden Purchase
 Gallery of Art, National (see National)
 Garand rifle
 Geiger counter
 General Agreement (see Agreement)
 General Board (of Navy) (see Board)
 General Counsel; the Counsel (Federal)
 General Order No. 14; General Orders, No. 14; a general order
 gentile
 geographic terms, such as those listed below,^{9,10} capitalized if part of name; lowercased in general sense (rivers of Virginia and Maryland):

Archipelago	Bay
Area	Bayou
Arroyo	Beach
Atoll	Bench
Bank	Bend
Bar	Bight
Basin, Upper	Bluff
(Lower) Colorado River, etc. (legal entity); <i>but</i>	Bog
Hansen flood-control basin;	Borough (boro)
Missouri	Bottom
River basin (drainage);	Branch (stream)
upper Colorado River storage project	Brook
	Butte
	Canal; the canal (Panama)
	Canyon
	Cape
	Cascade
	Cave
	Cavern

geographic terms—continued

Channel; <i>but</i>	Mesa
Mississippi	Monument
River channel(s)	Moraine
	Mound
Cirque	Mount
Coulee	Mountain
Cove	Narrows
Crag	Neck
Crater	Needle
Creek	Notch
Crossroads	Oasis
Current (ocean feature)	Ocean
Cutoff	Oxbow
Dam	Palisades
Delta	Park
Desert	Pass
Divide	Passage
Dome (not in geologic sense)	Peak
Draw (stream)	Peninsula
Dune	Plain
Escarpment	Plateau
Falls	Point
Fault	Pond
Flat(s)	Pool
Floodway	Port (water body)
Ford	Prairie
Forest	Range (mountain)
Fork (stream)	Rapids
Gap	Ravine
Geyser	Reef
Glacier	Reservoir
Glen	Ridge
Gorge	River
Gulch	Roads (anchorage)
Gulf	Rock
Gut	Run (stream)
Harbor	Sea
Head	Seaway
Hill	Shoal
Hogback	Sink
Hollow	Slough
Hook	Sound
Hot Spring	Spit
Icefield	Spring
Inlet	Spur
Island	Strait
Isle	Stream
Islet	Summit
Keys (Florida only)	Swamp
Knob	Terrace
Lagoon	Throughfare
Lake	Trench
Landing	Trough
Ledge	Volcano
Lowland	Wash
Marsh	Waterway
Massif	Woods

Geological Survey (see Survey)

German measles

GI bill of rights

Girl Scouts (organization); a Girl Scout; a Scout

G-man

⁸ See footnote 1, p. 32.

⁹ List compiled with the cooperation of the U.S. Board on Geographic Names.

¹⁰ See also footnote on p. 58.

- Gold Star Mothers (see American)
 Golden Age (see Ages)
 Golden Rule
 Gospel, if referring to the first four books of the New Testament; *but* gospel truth
 Government:
 British, Soviet, etc.; the Government Canal Zone; the government department, officials, -owned, publications, etc. (U.S. Government)
 National and State Governments
 Printing Office (see Office)
 U.S.; National; Federal; Central; General
 government:
 Churchill
 Communist
 European governments
 Federal, State, and municipal governments
 insular; island
 military
 seat of
 State
 State and Provincial governments
 Territorial
 governmental
 Governor:
 of Puerto Rico; the Governor of the Federal Reserve Board; the Governor
 of the Panama Canal; the Governor of Wisconsin, etc.; the Governor *but* State Governor(s); Governors' conference; a Governor
 Governor General of Canada; the Governor General
 grade, market (see market grades)
 Grand Army of the Republic; the Grand Army; the Army
 Grand Army Post No. 63; Post No. 63; Grand Army post; the post
 grand jury (see Federal)
 Grange, the (National)
 graph 2, A, II, etc.; *but* Graph 2, when part of title: Graph 2.—Production Levels
 Great:
 Basin
 Beyond
 Divide
 Father (see fanciful appellations)
 Lakes; the lakes; lake(s) traffic
 Plains; *but* southern Great Plains
 Rebellion (see Rebellion)
 War (see War)
 White Way (New York City)
 great circle (navigation)
 Greater Los Angeles, Greater New York
 gross national product (GNP)
 Group:
 Military Advisory Group; the group
 Standing (see Organization)
- group 2, II, A, etc.; *but* Group 2, when part of title: Group II:¹¹ List of Countries by States
 guaranteed annual wage (GAW)
 Guard, National (see National)
 guardsman (see Coast Guard; National Guard)
 Gulf:
 Coast States; *but* gulf coast of Mexico; the gulf
 States
 Stream; the stream
- Hall (U.S. Senate or House)
 Halls of Congress
 H-bomb; H-hour
 Headquarters:
 Alaska Command; the command headquarters
 4th Regiment Headquarters; regimental headquarters
 32d Division Headquarters; the division headquarters
 Heaven (Deity); heaven (place)
 Hells (no apostrophe) Canyon
 Hemisphere, Eastern; Western; etc.; the hemisphere
 High Church
 High Commissioner
 High Court (see Supreme Court)
 High School, if part of name: Western; the high school
 Highway Bridge (Washington, D.C.); the bridge
 Highway No. 40; Route 40; State Route 9; the highway
 His Excellency the Duke of Athol, etc.; His Excellency; Their Excellencies
 His Majesty; Her Majesty; Their Majesties
 historic events and epochs:
 Reformation, the
 Renaissance, the
 Restoration, the (English)
 Revolution of July (French)
 Revolution, the (American, 1775; French, 1789; English, 1688)
 holidays and special days:
 Admission Day
 All Fools'
 Arbor Day
 Armed Forces Day
 Christmas Day, Eve
 Columbus Day
 D-day; D-plus-4-day
 Father's Day
 Flag Day
 Founders' Day
 Fourth of July
 Halloween
 Inauguration Day
 Independence Day
 Labor Day
 Lincoln's Birthday
 M-day

¹¹ See footnote 1, p. 32.

- holidays and special days—continued
 Memorial Day (also Decoration Day)
 Mother's Day
 New Year's Day, Eve
 S-D Day (Safe-Driving Day)
 Thanksgiving Day
 V-E Day; V-J Day
 Veterans (no apostrophe) Day
 Washington's Birthday
but election day; primary day
 Holy Scriptures; Holy Writ (Bible)
 Home (see Naval; Soldiers')
 Hospital, if part of name; the hospital:
 District of Columbia General
 5th Regiment
 Freedmen's
 St. Elizabeths (no apostrophe)
but naval (marine or Army) hospital
 hospital corpsman (see corpsman)
 House, if part of name:
 Johnson house (private residence)
 Lee (hotel); the house
 of Representatives; the House (U.S.)
 of the Woods (palace); the house
 Office Building (see Building)
 Ohio (State); the house
but both Houses; lower (or upper)
 House (Congress)
 House of Representatives (U.S.), titles
 of officers standing alone capital-
 ized:
 Chairman (Committee of the Whole)
 Chaplain
 Clerk; *but* legislative clerk, etc.
 Doorkeeper
 Official Reporter(s)
 Parliamentarian
 Postmaster
 Sergeant at Arms
 Speaker pro tempore
 Speaker; speakership
 Hudson's Bay Co.
 Hurricane Carol, etc.
 Hydrographer, the (Navy Department)
- ice age (see Ages)
 independence; in the year of our inde-
 pendence the one hundred and sev-
 enty-sixth
- Indians:
 Absentee Shawnee
 Eastern (or Lower) Band of Chero-
 kee; the band
 Five Civilized Tribes; the tribes
 Shawnee Tribe; the tribe
 Six Nations (Iroquois Confederacy)
- Inquisition, Spanish; the Inquisition
 Institute, if part of name; capitalized
 standing alone if referring to Fed-
 eral or international organization:
 National Cancer; the Cancer Insti-
 tute; the Institute
 National Institutes of Health; the
 Institutes
 of International Law; the Institute
 Woman's Institute; the institute
- Institution, if part of name; capitalized
 standing alone if referring to
 Federal unit:
 Carnegie Institution; the institution
 Smithsonian Institution; the Insti-
 tution
 insular government; island government
 intercoastal waterway (see waterway)
 interdepartmental
 International Court of Justice (see
 Court)
 International Geophysical Year (see
 Year)
 International Postal Convention (see
 Convention)
 international:
 banks (see Bank)
 date line
 law
 Morse code (see Code)
 interprovincial
 interstate
 Intracoastal Waterway; the waterway
 (see also waterway)
 intrastate
 Irish potato
 Iron Cross (see decorations)
 Iron Curtain; the curtain
 irrigation district (see District)
 Isthmian Canal (see Canal)
 Isthmus of Panama; the isthmus
 Ivory Coast
- Japan Current (see Current)
 Jersey cattle
 Jetty, Barnegat, etc.; the jetty
 Jim Crow law, car, etc.
 Joint Chiefs of Staff; Chiefs of Staff
 Joint Committee on Atomic Energy
 (see Committee)
 Journal clerk; the clerk
 Journal (House or Senate)
 Judge Advocate General, the
 judiciary, the
- King of England, etc.; the King
 Koran, the; Koranic
 K-ration
 Ku Klux Klan; the Klan
- Laboratory, if part of name: Forest
 Products; the Laboratory; *but* the
 laboratory (non-Federal)
 Lake: Erie, of the Woods, Salt; the lake
 Lakes, Great (see Great Lakes)
 Lane, if part of name: Maiden; the
 lane
 Latin American States (see States)
 Latter-day Saints
 law of nations
 law, Walsh-Healey, etc.; law 176; law
 No. 176; copyright law; Ohm's, etc.
 Legal Adviser of the Department of
 State; the Legal Adviser
 Legation, Finnish, etc.; the Legation
 Legion:
 American; the Legion; a Legionnaire
 French Foreign; the legion

- Legislative Assembly, if part of name:
 of New York; the legislative assembly; the assembly
 of Puerto Rico; the legislative assembly; the assembly
 legislative branch, clerk, session, etc.
 Legislature:
 National Legislature (U.S. Congress); the Legislature
 Ohio Legislature; Legislature of Ohio; the legislature
 lend-lease materials, etc. (see also Act)
 Letters Patent No. 378,964; *but* patent No. 378,964; letters patent
 Levant, the (Mediterranean region)
 Liberty Bell; Liberty ship
 Librarian of Congress; the Librarian
 Library:
 Army; the library
 Franklin D. Roosevelt; the library of Congress; the Library
 Public (District of Columbia); the library
 Lieutenant Governor of Idaho, etc.; the Lieutenant Governor
 Light, if part of name; the light:
 Boston
 Buffalo South Pier Light 2; *but* light No. 2; light 2
but Massachusetts Bay lights
 Lighthouse (see Light Station)
 Lightship, if part of name; the lightship:
 Grays Reef Lightship
 North Manitou Shoal Lightship
 Light Station, if part of name; the light station; the station:
 Minots Ledge Light Station
 Watch Hill Light Station
 Line(s), if part of name; the line(s):
 Burlington Lines (railroad)
 Greyhound Line (bus)
 Holland-America Line (steamship)
 line:
 DEW
 Mason-Dixon line *or* Mason and Dixon's line
 Pinetree
 State
 Little Inch; Big Inch (pipelines)
 Little Steel formula, etc.
 Local: Teamsters Local Union No. 15; *but* local No. 15
 local time, local standard time (see time)
 Loop, the (see cities)
 Louisiana Purchase
 Low Church
 Lower, if part of name:
 California (Mexico)
 Colorado River Basin
 Egypt
 Peninsula (of Michigan)
but lower (or upper) House of Congress; lower Mississippi
- Magna Carta
 Majesty, His, Her (see His Majesty)
- Majority Leader Johnson; *but* the majority leader (U.S. Congress)
 Mall (see District of Columbia)
 Manager, General Manager (AEC), if referring to head of Federal or District of Columbia unit
 Mansion, Executive (see Executive)
 map 3, A, II, etc.; *but* Map 2, when part of title: Map 2.—Railroads of Middle Atlantic States
 Marine Corps; the corps:
 man
 Marines (the corps); *but* marines (individuals)
 Organized Reserve; the Reserve
also a marine, a woman marine, the women marines (individuals)
 Maritime Provinces (Canada) (see Province)
 market grades and classes:
 U.S. grade A
 Western, Mixed, Malting Two-rowed (barley)
 Red Kidney, U.S. No. 2 Pea (beans)
 Prime, Choice, Good (cattle)
 Yellow, White, Mixed, Dent (corn)
 Middling, Strict Good Ordinary, Strict Low Middling, Good Ordinary, etc. (cotton)
 Timothy Light Clover Mixed, Upland Prairie (hay)
 White, Red, Mixed (oats)
 Yellow, Black, Mixed (soybeans)
 Flue-cured, Fire-cured, Cigar-wrapper (tobacco)
 Hard Red Spring, Red Durum, Durum, Hard Red Winter, White, Mixed, etc. (wheat)
 Grade 60's, or one-half blood (wool)
 Marshal (see Supreme Court)
 Marshall plan (see plan)
 Mason-Dixon line (see line)
 M-day
 medals (see decorations)
 Member, if referring to Senator, Representative, Delegate, or Resident Commissioner of U.S. Congress; *also* Member at Large; Member of Parliament, etc.; *but* membership
 Memorial Bridge, Arlington (see Bridge)
 Memorial Parkway, George Washington (see Parkway)
 Merchant Marine Reserve; the Reserve; *but* U.S. merchant marine; the merchant marine
 Metropolitan Washington, etc.
 midcontinent region
 Middle Ages (see Ages)
 Middle Atlantic States
 Middle East; Mideast; Mideastern; Middle Eastern (Asia)
 middle Europe
 Middle West, Midwest (section of United States)

- Middle Western States; Midwestern States; *but* midwestern farmers, etc.
 Midsouth (section of United States)
 Military Academy (see Academy)
 Military Establishment (see Establishment)
 Militia, if part of name; the militia:
 1st Regiment Ohio
 Indiana
 Naval
 of Ohio
 Organized
 milkshed, Ohio, etc. (region)
 Minister Plenipotentiary; the Minister;
 Minister Without Portfolio (see also foreign cabinets)
 Ministry (see foreign cabinets)
 Minority Leader Martin; *but* the minority leader (U.S. Congress)
 Mint, Philadelphia, etc.; the mint
 minutemen (colonial)
 Mission, if part of name; the mission:
 Gospel Mission
 Mission 66
 but diplomatic mission; military mission; Jones mission
 Monroe Doctrine (see Doctrine)
 Monument:
 Bunker Hill; the monument
 Grounds; the grounds (District of Columbia)
 National (see National)
 Washington; the monument (District of Columbia)
 moon, lowercased unless used with names of other planets
 Mountain States
 mountain time, mountain standard time (see time)
 Mr. Chairman; Mr. Secretary; etc.
 Museum, capitalize with name; the museum:
 Army Medical; the Medical Museum
 Field
 National
 National Air; the Air Museum
 mutual defense assistance program
 Nation (synonym for United States); *but* nationwide; *also* French nation, Balkan nations
 Nation, Creek; Osage; etc.; the nation
 nation, in general, standing alone
 National, in conjunction with capitalized name:
 Academy of Sciences (see Academy) and State institutions, etc.
 Archives, the (see The)
 Capital (Washington); the Capital
 Forest (see Forest)
 Gallery of Art; the National Gallery; the gallery
 Grange; the Grange
 National—Continued
 Guard, Ohio, etc.; Air National; the National Guard; the guard; a guardsman; *but* a National Guard man; National Guardsman
 Institute (see Institute)
 Legislature (see Legislature)
 Monument, Muir, etc.; the national monument; the monument
 Museum (see Museum)
 Naval Medical Center (Bethesda, Md.)
 Park, Yellowstone, etc.; Yellowstone Park; the national park; the park
 Treasury; the Treasury
 War College
 Woman's Party; the party
 Zoological Park (see Zoological)
 national:
 agency check (NAC)
 anthem, customs, spirit, etc.
 British, Mexican, etc.
 defense agencies
 stockpile
 water policy (see policy)
 Naval, if part of name:
 Academy (see Academy)
 Base, Guam Naval; the naval base
 District, 1st Naval (see District)
 Establishment (see Establishment)
 Gun Factory; the gun factory; the factory
 Home (Philadelphia); the home
 Militia; the militia
 Observatory (see Observatory)
 Potomac River Naval Command (see Command)
 Reserve; the Reserve; a reservist
 Reserve Force; the force
 Reserve officer; a Reserve officer
 Shipyard (if preceding or following name): Brooklyn Naval Shipyard; Naval Shipyard, Brooklyn; *but* the naval shipyard
 Station (if preceding or following name): Key West Naval Station; Naval Station, Key West; the station
 Volunteer Naval Reserve
 War College; the War College; the college
 naval, in general sense:
 command (see Command)
 district (see District)
 expenditures, maneuvers, officer, service, stores, etc.
 petroleum reserves; *but* Naval Petroleum Reserve No. 2 (Buena Vista Hills Naval Reserve); reserve No. 2
 navel orange
 Navy, American or foreign, if part of name; capitalized standing alone only if referring to U.S. Navy:
 Admiral of the; the admiral
 Battle Force; the Battle Force; the force
 Establishment; the establishment

- Navy—Continued
 Hospital Corps; hospital corpsman; the corps
 Regular regulation 56
 Scouting Force; the scouting force; the force
 Seabees (construction battalion); a Seabee
 7th Task Force (see Force)
 Nazi; nazism
 Near East (Balkans, etc.)
 Negro; Negress
 Network, Red, Blue; the network
 New Deal; anti-New Deal
 New, if part of name: New Willard
 New England States
 New World
 Niagara Frontier; the frontier
 Nike-Ajax, etc.
 Nine Power Treaty; the treaty
 North:
 Atlantic
 Atlantic Pact (see Pact)
 Atlantic States
 Atlantic Treaty (see Treaty)
 Atlantic Treaty Organization (see Organization)
 Equatorial Current (see Current)
 Korea
 Pole
 Star (Polaris)
 the North (section of United States)
 north:
 Africa
 Ohio
 north-central region, etc.
 northern Ohio
 Northern States
 northerner
 Northwest Pacific
 Northwest Territory (1799)
 Northwest, the (section of United States)
 Northwest Washington (see cities)
 Northwestern:
 States
 United States
 numbers capitalized if spelled out as part of a name:
 Charles the First
 Committee of One Hundred
 Fourteenth Census (see Census)
 Observatory, capitalized with name:
 Astrophysical; the Observatory
 Lick; the observatory
 Naval; the Observatory
 Occident, the; occidental
 Ocean, if part of name; the ocean:
 Antarctic
 Arctic
 Atlantic
 North Atlantic, etc.
 Pacific
 South Pacific, etc.
 Southwest Pacific, etc.
- Office, if referring to unit of Federal or District of Columbia Government; the Office:
 Chicago Operations Office, etc. (AEC); the Operations Office
 Executive
 Foreign (see foreign cabinets)
 General Accounting Office; the Accounting Office
 Government Printing; the Printing Office
 New York regional office (including branch, division, or section therein); the regional office; the office of Alien Property
 of Chief of Naval Operations
 of Education
 of Experiment Stations
 of the Secretary (Defense); Secretary's Office
 Patent officer:
 Army
 Marine; *but* naval and marine officers
 Navy; Navy and Marine officers
 Regular Army; Regular; a Regular Reserve
 WAC, WAVE
 Old Dominion (Virginia)
 Old South
 Old World
 Olympic games; Olympiad; VII Olympic games
 Operation Deep Freeze, Snowdrop, etc.; *but* Deep Freeze operation
 Order of Business No. 56 (congressional calendar)
 Ordnance:
 Corps (see Corps)
 Department; the Department
 Depot (see Depot)
 Organization, if part of name; capitalized standing alone if referring to international unit:
 Educational, Scientific, and Cultural (UNESCO)
 International Labor
 North Atlantic Treaty (NATO):
 Chiefs of Staff
 Committee of Defense Ministers
 Council
 Council of Foreign Ministers
 Defense Committee
 Military Committee
 Military Production and Supply Board
 mutual defense assistance program
 Pact (see Pact)
 Regional Planning Group; the Group
 Standing Group; the Group
 of American States (formerly Pan American Union)
 United Nations (see United Nations)
 Organized:
 Marine Corps Reserve; Marine Reserve; the Reserve
 Militia; the militia

- Organized—Continued
 Naval Militia; the Naval Militia; the militia
 Reserve Corps; the Reserve
 Orient, the; oriental
 Outer Continental Shelf (see Continental)
- Pacific (see also Atlantic):
 coast
 Coast (or Slope) States
 Northwest
 Northwest Pacific
 seaboard
 slope
 South Pacific
 States
 time, Pacific standard time (see time)
but cispacific; transpacific
- Pact, capitalized with name; lowercased standing alone:
 Atlantic; Atlantic Defense
 Baghdad
 Four Power
 Kellogg
 North Atlantic; North Atlantic Defense
- pan-American
 Pan American Union (see Organization of American States)
- Panel, Atomic Energy Labor-Management Relations (Federal), etc.; the Panel
- Panhandle of Texas; Texas Panhandle; the panhandle; etc.
- papers, Woodrow Wilson, etc.; the papers; *but* white paper
- Parish, Caddo, etc.; *but* parish of Caddo (Louisiana civil division); the parish
- Park, Fairmount, etc.; the park (see also National)
- Park Police, U.S. (District of Columbia); park policeman
- Park, Zoological (see Zoological)
- Parkway, George Washington Memorial; the memorial parkway; the parkway
- Parliament, Houses of; the Parliament
 Parliamentarian (U.S. Senate or House)
 part 2, A, II, etc.; *but* Part 2, when part of title: Part 2:¹² Iron and Steel Industry
- party, political (see political parties)
- Pass, Brenner, capitalized if part of name; the pass
- patent (see Letters Patent)
- Peninsula, Upper (Lower) (Michigan); the peninsula
- Penitentiary, Albany, etc.; the penitentiary
- Permanent Court of Arbitration (see Court)
- Philippine Republic (see Republic)
- Pilgrim Fathers (1620); the Pilgrims; a Pilgrim
- Place, if part of name: Jefferson Place; the place
 Plains (Great Plains), the
 plan:
 Colombo
 controlled materials
 5-year
 Marshall (European recovery program)
 Reorganization Plan No. 6 (Hoover Commission); plan No. 1
 Planetarium, Fels, Hayden; the planetarium
 Plant, Rockford Arsenal; the plant; *but* Savannah River (AEC) plant; United States Steel plant
 plate 2, A, II, etc.; *but* Plate 2, when part of title: Plate 2.—Rural Structures
 Plaza, Union Station (Washington, D.C.); the plaza
 point 4; point 4 program
 Pole: North, South; the pole; subpolar
 Pole Star (Polaris); polar star
 Police, if part of name; the police:
 Capitol
 Metropolitan (District of Columbia)
 Park, U.S. (District of Columbia)
 White House
 policy, national water
 political parties and adherents (Party, if part of name; the party):
 Communist; a Communist; a Commie
 Conservative; a Conservative
 Democratic; a Democrat
 Free Soil; a Free Soiler
 Independent; an Independent
 National Woman's; Woman's Party
 Progressive; a Progressive
 Republican; Grand Old Party; *but* grand old Republican Party; a Republican
 Socialist; a Socialist
 States' Rights; States' Righter; a Dixiecrat; *but* States rights (in general sense)
- Pool, Northwest Power, etc.; the pool
 Pope; *but* papal, patriarch, pontiff, primate
- Port, if part of name; the port:
 of New York Authority (see Authority)
but Baltimore port; port of Baltimore
 Post Office (Department implied)
 Post Office Box (not abbreviated), capitalized as part of address; otherwise lowercased
 postal savings account
 Postal Savings System (see System)
 Postal Union (see Union)
 Postmaster General
- Powers, if part of name; the powers (see also alliances)
 Allied (World Wars I and II)
 Axis (World War)
 Big Four
but European powers

¹² See footnote 1, p. 32

- precinct; first, 11th precinct (see rule 11.10)
- Premier (see foreign cabinets)
- Preserve, Wichita National Forest Game; etc.; Wichita Game Preserve; Wichita preserve
- Presidency (office of head of government)
- President:
- of the United States; the Executive; the Chief Magistrate; the Commander in Chief; the President-elect; ex-President; former President; also preceding name
 - of any other country; the President of Federal or international unit
 - but* president of the Erie Railroad
- Presidential assistant, authority, order, proclamation; *but* presidential candidate, election, timber, year
- Prime Minister (see foreign cabinets)
- Prison, Auburn, etc.; the prison
- Privy Council, His Majesty's (see Council)
- Prize, Nobel, Pulitzer, etc.; the prize
- Proclamation, Emancipation; Presidential Proclamation No. 24; Proclamation No. 24; the proclamation; *but* Presidential proclamation
- program:
- European recovery
 - mutual defense assistance
 - point 4
 - universal military training
- project:
- Central Valley
 - Manhattan
 - McNary Dam
 - Rochester atomic energy
 - University of California atomic energy
- Project Farside, Sidewinder, Vanguard, etc.; *but* Vanguard project
- Province, Provincial, if referring to an administrative subdivision: Ontario Province; Province of Ontario; Maritime Provinces (Canada); the Province
- Proving Ground, Aberdeen, etc.; the proving ground
- Public Act 26; Public Law 9; Public 37; Public Resolution 3; *also* public enemy No. 1
- Public Printer; the Government Printer; the Printer
- public utility district (see District)
- Pueblo, Santa Clara; the pueblo
- Puerto Rico:
- government
 - Governor of; the Governor
 - Legislative Assembly of; the legislative assembly
 - Provisional Regiment; *but* Puerto Rico regiment
 - Resident Commissioner
- Purchase, Gadsden, Louisiana, etc.
- Puritan; puritanical
- Quad Cities (Davenport, Rock Island, Moline, and East Moline)
- Ranch, King, etc.; the ranch
- Range, Cascade, etc. (mountains); the range
- Rebellion, if part of name; the rebellion:
- Boxer
 - Great (Civil War)
 - War of the
 - Whisky
- Reconstruction period (post-Civil War)
- Red army
- Red Cross, American (see American)
- Reds, the; a Red (political)
- Reformation, the
- Reformatory, Elmira, etc.; the reformatory
- Refuge, Blackwater Migratory Bird, etc.; Blackwater Bird Refuge; Blackwater refuge
- region, north-central, etc.; first region, 10th region (see rule 11.10); mid-continent
- Register of the Treasury; the Register
- Regular Army, Navy; a Regular (see also officer)
- regulation:
- ceiling price regulation 8
 - 56 (Navy)
 - supplementary regulation 22
 - Veterans Regulation 8; *but* veterans regulations
 - W (see also Federal Reserve Board)
- Reign of Terror (France, 1792)
- religious terms:
- Bahai
 - Baptist
 - Brahman
 - Buddhist
 - Catholic; Catholicism; *but* catholic (universal)
 - Christian
 - Christian Science
 - Evangelical United Brethren
 - Hebrew
 - Latter-day Saints
 - Mohammedan
 - New Thought
 - Protestant; Protestantism
 - Seventh-day Adventists
 - Seventh-Day Baptists
 - Zoroastrian
- Renaissance, the (era)
- reorganization plan (see plan)
- Report, if part of name (with date or number); the annual report; the report:
- Annual Report of the Secretary of Defense for the year ended June 30, 1950
 - Hoover Commission Report on Paperwork; *but* Hoover Commission report; Hoover report; task force report
 - 1950 Report of the Chief of the Forest Service
 - President's Economic Report; the Economic Report
 - Report No. 31

Report—Continued

Railroad Retirement Board Annual Report, 1950; *but* annual report of the Railroad Retirement Board 17th Annual Report of the Public Printer; *but* 17th annual report U.S. Reports (publication)

Reporter, the (U.S. Supreme Court)

Representative; Representative at Large (U.S. Congress)

Republic, capitalized if part of name; capitalized standing alone if referring to a specific government:

French

Irish

of Panama

of the Philippines; Philippine Republic

United Arab

United States

also the American Republics; the Latin American Republics; South American Republics; the Republics

Reservation (forest, military, or Indian), if part of name; the reservation:

Great Sioux

Hill Military

Reserve, if part of name; the Reserve (see also Air Force; Army Corps; Foreign Service; Marine Corps; Merchant Marine; Naval):

Active

Air Force

Army

bank (see Bank)

Board, Federal (see Federal)

city (see Bank)

Civil Air Patrol

components

Enlisted

Establishment

Inactive

Naval

officer

Officers' Training Corps

Ready

Retired

Standby

Volunteer Naval

Women's (see Women's Reserve)

Reserves, the; reservist

Resident Commissioner (see Member; Puerto Rico)

Resolution, with number; the resolution: House Joint Resolution 3

Public Resolution 6

Resolution 42

Senate Concurrent Resolution 18

but Kefauver resolution

Revised Statutes (U.S.); Supplement to the Revised Statutes; the statutes

Revolution, Revolutionary (if referring to the American, French, or English Revolution) (see also War)

Road, if part of name: Benning; the road

Roman numerals, common nouns used with, not capitalized: book II; chapter II; part II; etc. *but* Book II:¹³ Modern Types (complete heading); Part XI:¹³ Early Thought (complete heading)

route No. 12466; mail route 1742; railway mail route 1144; *but* Route 40, State Route 9 (highways)

Royal Decree No. 24; Decree 24; the royal decree

rule 21; rule XXI; *but* Rule 21, when part of title: Rule 21:¹³ Renewal of Motion

Ruler of the Universe (Deity)

Rules:

of the House of Representatives; *but* rules of the House

Standing Rules of the Senate (publication); *but* rules of the Senate

also Commission rules

Sabbath; Sabbath Day

sanitary district (see District)

savings bond (see bond)

schedule 2, A, II, etc.; *but* Schedule 2, when part of title: Schedule 2:¹³

Open and Prepay Stations

School, if part of name; the school: any school of the U.S. Army or Navy

Hayes

Pawnee Indian

school district (see District)

Scriptures; Holy Scriptures (the Bible)

Seabees (see Navy)

seaboard, Atlantic, eastern, etc.

Seaway (see geographic terms; Authority; Corporation)

Second World War (see War)

Secretariat (see United Nations)

Secretaries of the Army and the Navy; *but* Secretaries of the military departments

Secretary, head of national governmental unit:

of Defense; of State; etc.; the Secretary

of State for Foreign Affairs (British); for the Colonies; etc.; the Secretary of the Smithsonian Institution; the Secretary

also the Assistant Secretary; the Executive Secretary

but secretary of the Interstate Commerce Commission; secretary of state of Iowa

Secretary General: the Secretary General:

Organization of American States (formerly Pan American Union)

South Pacific Commission

United Nations

section 2, A, II, etc.; *but* Section 2, when part of title: Section 2:¹³ Test Construction Theory

Selective Service (see Service; System)

¹³ See footnote 1, p. 32.

- Senate (U.S.), titles of officers standing alone capitalized:
 Chaplain
 Chief Clerk
 Doorkeeper
 Official Reporter(s)
 Parliamentarian
 Postmaster
 President of the
 President pro tempore
 Presiding Officer
 Secretary
 Sergeant at Arms
 Senate, Ohio (State); the senate
 Senator (U.S. Congress); *but* lower-cased if referring to a State senator, unless preceding a name
 senatorial
 Sergeant at Arms (U.S. Senate or House)
 Sermon on the Mount
 Service, if referring to Federal or District of Columbia unit; the Service:
 Employment
 Extension
 Fish and Wildlife
 Foreign (see Foreign Service)
 Forest
 Immigration and Naturalization
 Internal Revenue
 Mediation and Conciliation
 National Park
 Officer Procurement
 Postal Transportation
 Secret (Treasury)
 Selective (see also System); *but* selective service, in general sense; selective service classification I-A, 4-F, etc.
 Soil Conservation
 service:
 airmail
 Army
 city delivery
 consular
 customs (see Bureau)
 diplomatic
 employment (State)
 extension (State)
 general delivery
 naval
 Navy
 parcel post
 postal
 postal field
 railway mail (see Division)
 rural free delivery; rural delivery; free delivery
 special delivery
 star route
 Shelf, Continental (see Continental)
 ship of state (unless personified)
 Sister(s) (adherent of religious order)
 Six Nations (see Indians)
 Smithsonian Institution (see Institution)
- Socialist; socialism; socialistic (see also political parties)
 Society, if part of name; the society:
 American Cancer Society, Inc.
 Boston Medical
 of the Cincinnati
 soil bank
 soil names:
 Alpine Meadow Podzol
 Bog Prairie
 Brown Ramann's Brown
 Chernozem Red
 (Black) Rendzina
 Chestnut Sierozem (Gray)
 Desert Solonchak
 Gray - Brown Solonetz
 Podzolic Soloth
 Half Bog Terra Rossa
 Laterite Tundra
 Pedalfer Wiesenboden
 Pedocal Yellow
- Soldiers' Home, if part of name:
 Ohio Soldiers' Home; the soldiers' home; etc.
 Soldiers' Home, the (District of Columbia only); the home
 Solicitor for the Department of Commerce, etc.; the Solicitor
 Solicitor General (Department of Justice)
 Son of Man (Christ)
 Sons of the American Revolution (organization); a Son; a Real Son
 South:
 American Republics (see Republic)
 American States
 Atlantic
 Atlantic States
 Deep South (U.S.)
 Korea
 Midsouth (U.S.)
 Pacific
 Pole
 the South (section of United States); Southland
 southeast Asia
 southern California, southeastern California, etc.
 Southern States
 Southern United States
 southerner
 Soviet (see U.S.S.R.)
 Spanish-American War (see War)
 Special Order No. 12; Special Orders, No. 12; a special order
 Speedway, the (see District of Columbia)
 Spirit of '76 (painting); *but* spirit of '76 (in general sense)
 spring (season)
 sputnik; *but* Sputnik I, etc.
 Square, Lafayette, etc.; the square
 Staff, Foreign Service (see Foreign Service)
 Staked Plain
 standard time (see time)

- Star of Bethlehem
 Star-Spangled Banner (see flag)
 state:
 and church
 of the Union message
 statehood, statehouse, stateside,
 statewide
 downstate, tristate, upstate
 welfare
 State:
 government
 legislature (see Legislature)
 line, Iowa, Ohio-Indiana, etc.
 New York
 of Israel
 of Pennsylvania
 of Veracruz
 out-of-State (adjective)
 prison
 rights; States rights
 Vatican City
 State's attorney
 state's evidence
 States:
 Arab
 Balkan
 Baltic
 Communistic
 Eastern; *but* eastern industrial States
 East North Central
 East South Central
 Eastern Gulf
 Eastern North Central, etc.
 Far Western
 Gulf; Gulf Coast
 Lake
 Latin American
 Middle
 Middle Atlantic
 Middle Western
 Midwestern
 Mountain
 New England
 North Atlantic
 Northern
 Northwestern, etc.
 Organization of American
 Pacific
 Pacific Coast
 rights
 South American
 South Atlantic
 Southern
 the six States of Australia
 Thirteen Original
 West North Central
 West South Central
 Western; *but* western Gulf; western
 farming States
 Station, if part of name; the station;
 not capitalized if referring to sur-
 veying or similar work:
 Grand Central
 Key West Naval (see Naval)
 Nebraska Experiment Station; Ex-
 periment Station, Nebraska; Ne-
 braska station
- Station—Continued
 Syracuse Air Force
 television station WSYR-TV
 Union; Union Depot; the depot
 WRC station; station WRC; radio
 station WRC; broadcasting sta-
 tion WRC
 substation A
 Statue of Liberty; the statue
 Statutes at Large (U.S.) (see also
 Revised Statutes)
 stockpile, national
 stone age (see Ages)
 Stream, Gulf (see Gulf; Geographic
 terms)
 Street, if part of name; the street:
 I Street (not Eye)
 Fifteen-and-a-Half
 110th Street
 subcommittee (see Committee)
 Subtreasury, New York, etc.; sub-
 treasury at New York; the subtreas-
 ury
 subtropical, subtropic(s) (see tropical)
 summer
 summit meeting
 sun, lowercased unless used with names
 of other planets
 Superintendent, if referring to head of
 Federal or District of Columbia
 unit; the Superintendent:
 of Documents (Government Printing
 Office)
 of the Naval (or Military) Academy
 Supplement to the Revised Statutes
 (see Revised Statutes)
 Supreme Bench; the Bench; *also* High
 Bench; High Tribunal
 Supreme Court (U.S.); the Court; *also*
 High Court; titles of officers
 standing alone capitalized:
 Associate Justice; Justice
 Chief Justice
 Clerk
 Marshal
 Reporter
 Surgeon General, the (Army, Navy,
 and Public Health Service)
 Survey, if part of name of Federal or
 District of Columbia unit; the
 Survey: Coast and Geodetic; Geo-
 logical
 System, if referring to Federal or Dis-
 trict of Columbia unit; the System:
 Alaska Communication System; the
 system
 Federal Credit
 Federal Home Loan Bank
 Federal Reserve
 National System of Interstate and
 Defense Highways; National Sys-
 tem of Interstate Highways;
 Interstate System of Highways;
 Interstate Highway System; the
 Interstate System; the National
 System; the system; *but* highway
 system; Federal road system

System—Continued

Postal Savings

Selective Service (see also Service)

but Pennsylvania Railway system;
Pennsylvania system; Bell System,
the system*also* Federal land bank systemtable 2, II, A, etc.; *but* Table 2, when
part of title: Table 2:¹⁴ Degrees of
Land Deterioration

task force (see Force; Report)

Team, USAREUR Field Assistance,
etc.; the team

television station (see Station)

Territorial, if referring to a political
subdivisionTerritory, capitalized if part of name;
capitalized standing alone if refer-
ring to a U.S. Territory:

Northwest (1799); the territory

of Hawaii; the Territory

Trust Territory of the Pacific Islands;

Pacific Islands Trust Territory;
trust territory; the territory*but* territory of Guam; the territoryTest, Otis Mental Ability Group, etc.;
the group test; the test

The, part of name, capitalized:

The Adjutant General (only when so
in copy)The Dalles; The Hague; The Weirs;
but the Dalles Dam; the Dalles
region; the Hague Conference; the
Weirs streets*but* the National Archives; the
Archives; the Times; the *Mermaid*;
the Federal ExpressThirteen American Colonies, etc. (see
Colonies)

Thirteen Original States

Thruway, New York; the thruway
time:

Atlantic, Atlantic standard

central, central standard

eastern, eastern daylight, eastern
standard

Greenwich civil, etc.

local, local standard

mountain, mountain standard

Pacific, Pacific standard

universal

title 2, II, A, etc.; *but* Title 2, when
part of title: Title 2:¹⁴ General Pro-
visions

Tomb:

Grant's; the tomb

of the Unknown Soldier; Unknown
Soldier's Tomb; Tomb of the Un-
knowns; the tomb (see also Un-
known Soldier)

Tower, Eiffel, etc.; the tower

Township, Union; township of Union

trade names (see also list of trade
names, p. 269)

Airwick

Photostat

CinemaScope

Plexiglas

Coca-Cola

Pyrex glass

Dacron

Royal typewriter

Deepfreeze

Shredded Wheat

Flexiglas

Snow Crop

Mimeograph

Technicolor

Monel metal

Terramycin

transatlantic; transpacific; trans-Sibe-
rian, etc.; *but* TransjordanTreasurer, Assistant, of the United
States; the Assistant Treasurer; *but*
assistant treasurer at New York,
etc.Treasurer of the United States; the
Treasurer

Treasury notes; Treasury's

Treasury, of the United States; Gen-
eral; National; Public; Register of the
Treaty, if part of name; the treaty:

Jay Treaty

North Atlantic; North Atlantic De-
fense

of Versailles

but treaty of 1919Tribunal, standing alone capitalized
only in minutes and official reports of
a specific arbitration; *also* High Tri-
bunal; the Tribunal (Supreme Court)

Tricolor (see flags)

Triple A (any three A group)

Trizonia; trizonal; trizone

Tropic of Cancer, of Capricorn; the
Tropicstropical; neotropic, neotropical; sub-
tropic(s), subtropical

Trust, Power, etc.

trust territory (see Territory)

Tunnel, Lincoln, etc.; the tunnel; *but*
irrigation, railroad, etc., tunnelTurnpike, Pennsylvania, etc.; the
turnpike

Twin Cities (Minneapolis and St. Paul)

U-boat

Under Secretary, if referring to officer
of Federal Government; the Under

Secretary:

of Agriculture

of State

of the Treasury

Uniform Code of Military Justice (see
Code)Union, if part of proper name; capi-
talized standing alone if synonym
for United States or if referring to
international unit:

European Payments; the Union

International Typographical; the
Typographical Union; the unionPan American (see Organization of
American States)Station; *but* union passenger station;
union freight station¹⁴ See footnote 1, p. 32.

Union—Continued

Teamsters Union; the Teamsters; the union; *also* the Auto Workers, etc.

Universal Postal; the Postal Union; the Union

Western (see alliances)

Woman's Christian Temperance *but* a painters union; printers union

Union Jack (see flags)

Union of Soviet Socialist Republics (see U.S.S.R.)

Unit, if referring to Federal or District of Columbia branch; the Unit:

Alcohol Tax

Income Tax

but Pasco unit

United Nations:

Charter; the charter

Children's Fund (UNICEF); the Fund

Conference on International Organization; the Conference

Economic and Social Council; the Council

Educational, Scientific, and Cultural Organization (UNESCO) (see Organization)

Food and Agriculture Organization (FAO); the Organization

General Assembly; the Assembly

International Court of Justice; the Court

International Labor Organization (see Organization)

Little Assembly; the Assembly

Permanent Court of Arbitration (see Court)

Secretariat, the

Secretary General

Security Council; the Council

Special United Nations Fund for Economic Development (SUNFED)

Trusteeship Council; the Council

World Health Organization (WHO); the Organization

universal:

military training (see program)

time (see time)

Universal Postal Union (see Union)

University, if part of name: Stanford; the university

Unknown Soldier; Unknown of World War II; World War II Unknown; Unknown of Korea; Korea Unknown; the Unknowns (see also Tomb)

Upper, if part of name:

Colorado River Basin

Egypt

Peninsula (of Michigan)

but upper House of Congress

U.S.S.R. (Union of Soviet Socialist Republics):

Cominform (Communist Information Bureau)

Communist International

Communist States

U.S.S.R.—Continued

Politburo

Red army

Reds, the; a Red

Soviet, if part of name; capitalized standing alone if referring to central governmental unit:

Government; *but* Communist government

Moscow

National

of Labor and Defense

but a soviet; sovietic; sovietism; sovietize

Valley, Shenandoah, etc.; the valley; *but* the valleys of Maryland and Virginia

Vari-Typer (trade name); *but* varityped, varityping

V-E Day; V-J Day (see holidays)

veteran, World War

Veterans' Administration (see Administration)

Veterans Day (see holidays)

vice consul, British, etc.

Vice President (same as President)

Victoria Cross (see decorations)

Victory:

bond (see bond)

ship

but victory garden, speaker, etc.

Voice of America; the Voice

volume 2, A, II, etc.; *but* Volume 2, when part of title: Volume 2:¹⁵ Five Rivers in America's Future

Volunteer Naval Reserve (see Reserve)

WAC (see Corps)

War, if part of name:

Between the States

Civil

First World War; World War I;

World War; Great War; Second

World War; World War II

French and Indian (1754-63)

Mexican

of the Nations

of the Rebellion; the rebellion

of the Revolution; the Revolution

of 1812; *but* war of 1914

Philippine Insurrection

Revolutionary

Seven Years'

Spanish

Spanish-American

the two World Wars

also post-World War II

war:

cold, hot

European

French and Indian wars

Indian

Korean

third world; world war III

with Mexico

with Spain

¹⁵ See footnote 1, p. 32.

- war bond (see bond)
 War College, National (see College)
 War Mothers (see American)
 ward 1, 2, etc.; first, 11th, etc. (see rule 11.10)
 Washington's Farewell Address
 water district (see District)
 waterway, inland, intercoastal, etc.;
 but Intracoastal Waterway
 Week, Fire Prevention; etc.
 welfare state
 West:
 Coast (Africa); *but* west coast (U.S.)
 End, etc. (section of city)
 Europe (political entity)
 Far West; Far Western States
 Florida (1763-1819)
 Germany (political entity)
 Middle (United States); Midwest
 South Central States, etc.
 the West (section of United States;
 also world political entity)
 west, western Pennsylvania
 Western:
 civilization
 countries
 Europe(an) (political entity)
 Germany (political entity)
 Hemisphere; the hemisphere
 North Central States
 Powers
 States
 Union (see alliances)
 United States
 World
 but far western; western farming
 States (U.S.)
 Wheat Belt (see Belt)
 whip, the (of political party in Congress)
 Whisky Rebellion (see Rebellion)
 White House:
 Blue Room
 East Room
 Police (see Police)
 Red Room
 State Dining Room
 white paper, British, etc.
 winter
- woman marine, etc. (see Marine Corps)
 Women's Army Corps (see Corps)
 Women in the Air Force (WAF); a
 Waf, Wafs (individuals)
 Women's Reserve of the Coast Guard
 Reserve; Women's Reserve; the
 Reserve; SPAR, popular name,
 made up of initial letters of motto
 semper paratus—always ready; a Spar
 Women's Reserve of the Naval Reserve;
 Women's Reserve; the Reserve;
 WAVES (women accepted for
 volunteer emergency service); a
 Wave
 Wood, if part of name:
 Belleau Wood
 House of the Woods (palace)
 World, New, Old
 World War (see War)
 World War II veteran
 world's series
- X-ray
- Year, International Geophysical; the
 Geophysical Year; the Year
 Young Men's Christian Association
 (see Association)
 Your Excellency; Your Honor; Your
 Majesty; etc.
- Zone, if part of name; the zone:
 Bizonia; bizonal
 British (in Germany)
 Canal (Panama)
 Canal Zone Government
 Eastern, Western (Germany)
 Frigid
 New York Foreign Trade; Foreign
 Trade Zone No. 1; *but* the foreign
 trade zone
 of Interior (see Command)
 Temperate, Torrid; the zone
 Trizonia; trizonal
 but Arctic, eastern standard time,
 polar, tropical zone, etc.
 Zoological Park (National); the zoo;
 the park

NOTES

5. SPELLING

(See also Compound Words; Abbreviations)

5.1. To avoid the confusion and uncertainty of various authorities on spelling, the Government Printing Office must of necessity adopt a single guide for the spelling of words the preferred forms of which are not otherwise listed or provided for in this manual. The guide is Webster's New International Dictionary, which, in successive editions, has been the accepted authority for Government printing for more than 90 years. Unless herein otherwise authorized, the Government Printing Office will continue to follow Webster's spelling. Colloquial and dialect spellings are not to be used unless required by the subject matter or specially requested.

Preferred and difficult spellings

5.2. In addition to indicating the preferred forms of words with variant spellings, the list also contains other words frequently misspelled or causing uncertainty. (See also Word Division, a supplement to the *STYLE MANUAL*; for brief description, see p. 2.)

abattoir	aline	atheneum	boulder
aberration	allottee	attester	bourgeoisie
abetter	all ready (prepared)	autogiro	breach (gap)
abettor (law)	already (previ-	awhile (for some	breech (lower
abridgment	ous)	time)	part)
absorb (take in)	all right	a while (a short	brier
adsorb (adhesion)	altogether	time)	briquet, -ted, -ting
abysmal	(completely)	ax	Britannia
a cappella	all together	aye	broadax
accede (yield)	(collectively)	backward	bronco
exceed (surpass)	aluminum	baloney (bun-	brunet (masc.,
accepter	ambidextrous	combe)	fem.)
acceptor (law)	ameba	bologna (sau-	buccaneer
accessory	ampoule	sage)	buncombe
accommodate	analog	bandanna	bunion
accordion	analogous	bargainer	bur
accouter	anemia	bargainor (law)	burned
accursed	anesthetic	baritone	bus, buses
acetic (acid)	aneurysm	bark (boat)	butadiene
ascetic (austere)	anomalous	barreled, -ing	caffeine
acknowledgment	anonymous	bastille	calcareous
acoustic	antediluvian	battalion	calcimine
adapter	antibiotics (n.)	bazaar	caldron
adjurer	antibiotic (adj.)	behoove	calender (paper
adjuster	anyway (adv.)	beneficent	finish)
ad nauseam	anywise (adv.)	benefited	caliber
adviser	appall, -ed, -ing	bettor (wagerer)	caliper
adz	appareled, -ing	beveled, -ing	calc
aegis	aquatic	biased, -ing	calligraphy
affect (influence)	aqueduct	bimetallism	callus (n.)
effect (result)	archeology	blessed	callous (adj.)
afterward	arrester	bloc (group)	calorie
aging	artifact	blond (masc., fem.)	canceled, -ing
aid (n., v.)	artisan	bluing	canceler
aide (military)	asafetida	bombazine	cancellation
aide-de-camp	ascendance, -ant	born (birth)	candor
airplane	ascend (rise)	borne (carried)	canister
albumen (egg)	assent (consent)	bouillon (soup)	cannot
albumin (chem-	assassinate	bullion (metal)	cantaloup
istry)			

canvas (cloth)	confidant (masc., fem.)	discreet (prudent)	ensheathe
canvass (solicit)	confirmer	discrete (distinct)	ensnare
canyon	confirmor (law)	disheveled, -ing	enthrall
capital (city)	conjurer	disk	entrench
capitol (building)	connector	dispatch	entrepreneur
carabao (sing., pl.)	connoisseur	dissension	entrust
carat (weight)	consecrator	distention	entwine
caret (omission mark)	consensus	distill, -ed, -ing, -ment	envelop (v.)
carbureted, -ing	consignor	distributor	envelope (n.)
carburetor	consulter	diverter	enwrap
Caribbean	consummate	divorcee	eon
caroled, -ing	contradictor	doctoral	epaulet, -ed, -ing
carotene	converter	doctrinaire	epiglottis
cartilage	conveyor	doggerel	epilog
caster (roller)	cooky	dossier	equaled, -ing
castor (oil)	cornetist	doweled, -ing	erysipelas
casual (unimportant)	corollary	downward	escaloped, -ing
causal (cause)	corvette	draft	escapable
catalog, -ed, -ing	councilor (of council)	dreadnought	esophagus
cataloger	counselor (adviser)	dreamed	esthetic
catsup	counseled, -ing	drought	etiology
caviar	cozy	dueled, -ing	evacuee
caviled, -ing	crawfish	duffelbag	evanescent
caviler	creneled, -ing	dullness	exhibitor
cecum	crystaled, -ing	dumfound	exhilarate
center	crystalline	dwelt	exonerate
centipede	crystallize	dyeing (coloring)	exorbitant
cesarean	cuageled, -ing	dying (death)	expellent
chairmaned	cyclopedia	eastward	exposé (exposure) (n.)
chaise longue	debarkation	ecstasy	expose (to lay open) (v.)
chancellor	decalog	edema	exsiccate
channeled, -ing	defense	edgewise	extant (in existence)
chaperon	demagog	electronics (n.)	extent (range)
chautauqua	demarcation	electronic (adj.)	extoll, -ed, -ing
chauvinism	dependent	elemosynary	eying
check	descendant (n., adj.)	elicit (to draw)	eyrie
chiffonier	desecrater	illicit (illegal)	falderal
chili (pepper)	desiccate	embarrass	fantasy
chile con carne	desuetude	embed	farther (distance)
chiseled, -ing	detractor	embeveled, -ing	further (not distance)
chlorophyll	develop, -ment	emboweler	favor
cigarette	device (contrivance)	emigrant (go from)	fecal
citable	devise (convey)	immigrant (go into)	feces
clamor	dextrous	employee	fetal
clew (nautical)	diagramed, -ing	enameled, -ing	fetish
clue (other meanings)	diagrammatic	encage	fetus
climactic (climax)	dialed, -ing	encase	fiber
climatic (climate)	dialog	encave	filigree
cocaine	diaphragm	enclasp	finable
coconut	diarrhea	enclose	finagle
cocoon	dickey	enclosure	fiord ¹
coleslaw	dieresis	encumber	flammable (not inflammable)
colloquy	dieretic	encumbrance	flection
colossal	dietitian	encyclopedia	fledgling
combated, -ing	diffuser	endorse, -ment	flier
commingle	dike	endwise	flotage
commiserate	dilettante	enfeeble	flotation
complement (complete)	dinghy (boat)	enforce, -ment	fluorescent
complement (praise)	diphtheria	engraft	focused, -ing
confectionery		enroll, -ed, -ing, -ment	forbade
		enshade	

¹As common noun; as part of name, follow decisions of U.S. Board on Geographic Names.

forbear (endurance, etc.)	hemorrhage	labeled, -ing	meter
forebear (ancestor)	heterogeneous	lacquer	mil ($\frac{1}{1000}$ inch)
foresee	hiccup	lacrimal	mill ($\frac{1}{1000}$ dollar)
forgettable	highfalutin	landward	mileage
forgo (relinquish)	hijack	lath (wood)	miliary (tuberculosis)
forego (precede)	Hindu	lathe (machine)	milieu
forswear	homeopath	laureled	milk cow
fortissimo	homeward	leitmotiv	millenary (1,000)
fricassee	homogeneity	lengthwise	millinery (hats)
fuchsia	homolog	leukemia	millennium
fueler	hypocrisy	leveled, -ing	minable
fulfill, -ed, -ing, -ment	hypotenuse	leveler	misspell
fulsome	idiosyncrasy	liaison	miter
fungus (n., adj.)	idyl	libelant	moccasin
funned, -ing	impaneled, -ing	libelee	modeled, -ing
furor	impasse	libeler	modeler
fuse (all meanings)	imperiled, -ing	license	mold
fuze (follow copy in Army printing)	impostor	licorice	molt
fuselage	impresario	likable	moneys
fusillade	imprimatur	lilliputian	monogrammed, -ing
gage	indict (to accuse)	linage (lines)	monolog
gaiety	indite (to compose)	lineage (descent)	mortise
gaily	inequity (unfairness)	liquefy	Moslem
galosh	iniquity (sin)	liquor	movable
galumboed, -ing	inferable	liqueur	mucilage
garrote	infold	liter	mucus (n.)
gasoline	infectious (skillful)	livable	mucous (adj.)
gazetteer	ingenious (simple)	loath (reluctant)	mustache
gelatin	innocuous	loathe (detest)	naphtha
generalissimo	innuendo	lodestar	Navaho (<i>but follow copy in congressional printing</i>)
germane	inoculate	lodestone	
glamorous	inquire	lodgment	
glamour	inquiry	logistics (n.)	
glycerin	install, -ed, -ing, -ment	logistic (adj.)	
gobbledygook	installation	louver	nazism
goodby	instill, -ed, -ing	luster	niacin
goodbye	insure	madam	nickel
gram	intelligentia	maize (corn)	niter
graveled, -ing	interceptor	maze (labyrinth)	nonplused
gray	interment (burial)	maneuver	northward
grievous	internment (detention)	manifold	numskull
groveled, -ing	intern	manikin	obligato
gruesome	intervener	mantel (shelf)	obloquy
guarantee (n., v.)	intervenor (law)	mantle (cloak)	ocher
guaranty (law)	intransigent (n., adj.)	manywise (adv.)	octet
guerrilla (predatory)	inward	marbleize	offal
gorilla (ape)	iridescent	margarin (chemistry)	offense
guttural	isoseles	margarine (butter substitute)	omelet
gypsy	italic	marihuana	oneself
		marshaled, -ing	onward
		marshaler	ophthalmology
		marveled, -ing	opossum
		marvelous	orangutan
		meager	orbited, -ing
		medaled, -ing	ordinance (law)
		medalist	ordnance (military)
		medieval	organdic
		metaled, -ing	orthopedia
		metalize	overseas (adv.)
		meteorology	oversea (adj.)
		(weather)	
		metology	pajamas
		(weights and measures)	paleontology
			paneled, -ing
			paraffin
			paralleled, -ing
			parallelepiped

parceled, -ing	promissory	selvage (edging)	sylvan
partisan	pronunciation	salvage (save)	synonymous
pastime	propel, -led, -ling	sentined, -ing	taboo
patrol, -led, -ling	propellant (n.)	separate	tactician
peccadillo	propellent (adj.)	sepalcher	tasseled, -ing
peddler	prophecy (n.)	seriatim	tattoo
penciled, -ing	prophecy (v.)	settler	taxied, -ing
pendant (n.)	ptomaine	settlor (law)	technique
pendent (u. m.)	pubic (anatomy)	sewage (waste)	teetotaler
percent	pulmotor	sewerage (drain system)	tercentenary
peremptory (decisive)	pusillanimous	sextet	theater
preemptory (preference)	pygmy	Shakespearean	therefor (for it)
perennial	quarreled, -ing	shellacking	therefore (for that reason)
periled, -ing	quartet	shoveled, -ing	thiamine
permittee	quaternary	shriveled, -ing	thralldom
perquisite (privilege)	questionnaire	sideward	thrash
prerequisite (requirement)	queue	signaled, -ing	thresh (grain)
personal (individual)	raccoon	siphon	threshold
personnel (staff)	racket (all meanings)	sirup	tie, tied, tying
perspective (view)	rapprochement	sizable	timber (wood)
prospective (expected)	rarefy	skeptic	timbre (tone)
petaled, -ing	rarity	skillful	tinseled, -ing
Pharaoh	ratable	skulduggery	titer
pharmacopoeia	rattan	smolder	tonsillitis
phenix	raveled, -ing	sniveled, -ing	tormenter
phlegm	reconnaissance	snorkel	totaled, -ing
phony	reconnoiter	soliloquy	toward
phosphorus (n.)	referable	sometime (formerly)	toweled, -ing
phosphorous (adj.)	registrar	some time (some time ago)	toxemia
photostated	reinforce (all meanings)	sometimes (at times)	trafficking
pickax	relater	southward	trammelled, -ing
picnicking	relator (law)	spacious (space)	tranquelize(r)
pipet	remodeler	specious (plausible)	tranquillity
plaque	renaissance	specter	transcendent
plastics (n.)	reparable	spelled	transferable
plastic (adj.)	repellant (n.)	spirituous (liquor) (not spiritous)	transferor
pledger	repellent (adj.)	spirochete	transferred
pledgor (law)	rescission	spoliation	transonic
plenitude	responder (electronics)	stanch	transponder (electronics)
plow	responser (electronics)	stationary (fixed)	transshipment
poleax	reveled, er, -ing	stationery (paper)	traveled, -ing
pollination	rhyme, rhythmic	statue (sculpture)	traveler
pommeled, -ing	rivald, -ing	stature (height)	travelog
ponton (military)	roweled, -ing	statute (law)	triptych
pontoon	ruble	stenciled, -ing	troop (soldiers)
practice (n., v.)	saccharin (n.)	stenciler	troupe (actors)
precedence (priority)	saccharine (adj.)	stiffing	troweled, -ing
precedents (usage)	sacrilegious	stratagem	tryptophan
pretense	salable	stubbornness	tularemia
preventive	sandaled, -ing	stupefy	tunneled, -ing
principal (chief)	satellite	subpena, -ed	tunneler
principle (proposition)	satinet	subtlety	turquoise
privilege	savable	succor	typify
proffer	savanna	sulfur (also derivatives)	tyrannical
programed, -er, -ing	savior	sulfanilamide	tyro
programmatic	Saviour (Christ)	sulfureted, -ing	unctuous
prolog	scalloped, -ing	supererogation	unwieldy
	schizophrenia	surreptitious	upward
	scion (horticulture)	surveillance	uremia
	scurrilous	swiveled, -ing	vacillate
	seismology		valance (drape)
			valence (chemistry)

veld	villain	wainscoting	withe
veranda	visa, -ed, -ing	weeviled, -ing	wocful
vermilion	vitamin	welder	woolen
vicissitude	vitrify	westward	woolly
victualled, -ing	votable	whimsey	worshiped, -er,
victualer	vying	whisky, -ies	-ing
vilify		willful	

Anglicized and foreign words

5.3. Diacritical marks are not used with completely anglicized words.

abaca	cortege	fiance (masc., fem.)	porte lumiere
aide memoire	coulee	frappe	portiere
a la carte	coup de grace	garcon	pousse cafe
a la king	coup d'etat	glace	premiere
alamode	coupe	grille	protege (masc.,
angstrom	creme	gruyere	fem.)
aperitif	crepe	habitude	puree
applique	crepe de chine	ingenue	rale
apropos	debacle	jardiniere	recherche
auto-da-fe	debris	litterateur	regime
blase	debut	materiel	risque (masc.,
boutonniere	debutante	matinee	fem.)
brassiere	decollete	melange	role
cabana	dejeuner	melee	rotisserie
cafe	denouement	menage	roue
cafeteria	depot	mesalliance	saute
caique	dos-a-dos	metier	seance
canape	eclair	moire	senor
cause celebre	eclat	naive	smorgasbord
chateau	ecru	naivete	soiree
cliche	elan	nee	souffle
cloisonne	elite	opera bouffe	suede
comedienne	entree	opera comique	table d'hote
communiquer	etude	papier mache	tete-a-tete
confrere	facade	piece de resistance	tragedienne
consomme	faience	pleiade	vicuna
	fete	porte cochere	vis-a-vis

5.4. Foreign words carry the diacritical marks as an essential part of their spelling.

à l'américaine	chargé d'affaires	longéron	père
attaché	congé	mañana	piña
béton	crédit foncier	maté	précis
blessé	crédit mobilier	mère	raisonné
calèche	curé	nacré	résumé
cañada	doña	outré	touché
cañon	entrepôt	passé (masc., fem.)	
chargé	exposé	pâté	

Plural forms

5.5. Nouns ending in *o* preceded by a vowel add *s* to form the plural; nouns ending in *o* preceded by a consonant add *es* to form the plural, except as indicated in the following list.

albinos	Eskimos	mementos	sextodecimos
armadillos	falsettos	merinos	sextos
avocados	gauchos	mestizos	siroccos
banjos	gringos	octavos	solos
cantos	halos	octodecimos	tangelos
cascos	inamoratos	pianos	tobaccos
centos	indigos	piccolos	twos
didos	juntos	pomelos	tyros
duodecimos	kimonos	provisos	virtuosos
dynamos	lassos	quartos	zeros
escudos	magnetos	salvos	

5.6. In forming the plurals of compound terms, the significant word takes the plural form.

Significant word first:
 adjutants general
 aides-de-camp
 ambassadors at large
 attorneys at law
 attorneys general
 billets-doux
 bills of fare
 brothers-in-law
 chargés d'affaires
 commanders in chief
 comptrollers general
 consuls general
 courts-martial
 crepes suzette
 daughters-in-law
 governors general
 grants-in-aid
 heirs at law
 inspectors general
 men-of-war
 ministers-designate
 mothers-in-law
 notaries public
 postmasters general
 presidents-elect
 prisoners of war
 rights-of-way
 secretaries general
 sergeants at arms
 sergeants major
 surgeons general

Significant word in middle:
 assistant attorneys general
 assistant chiefs of staff
 assistant comptrollers general
 assistant surgeons general
 deputy chiefs of staff

Significant word last:
 assistant attorneys

Significant word last—Continued
 assistant commissioners
 assistant corporation counsels
 assistant directors
 assistant general counsels
 assistant secretaries
 brigadier generals
 deputy judges
 deputy sheriffs
 general counsels
 judge advocates
 judge advocate generals
 lieutenant colonels
 major generals
 provost marshals
 provost marshal generals
 quartermaster generals
 trade unions
 under secretaries
 vice chairmen
 vice presidents

Both words of equal significance:
 Bulletins Nos. 27 and 28; *but* Bulletin No. 27 or 28
 coats of arms
 masters at arms
 men buyers
 men cooks
 men employees
 secretaries-treasurers
 women aviators
 women students
 women writers

No word significant in itself:
 forget-me-nots
 hand-me-downs
 jack-in-the-pulpits
 man-of-the-earths
 pick-me-ups
 will-o'-the-wisps

5.7. When a noun is hyphenated with an adverb or preposition, the plural is formed on the noun.

comings-in
 fillers-in

goings-on
 hangers-on

listeners-in
 lookers-on

makers-up
 passers-by

5.8. When neither word is a noun, the plural is formed on the last word.

also-rans
 come-ons

go-betweens
 higher-ups

run-ins
 tie-ins

5.9. Nouns ending with *ful* form the plural by adding *s* at the end; if it is necessary to express the idea that more than one container was filled, the two elements of the solid compound are printed as separate words and the plural is formed by adding *s* to the noun.

5 bucketfuls of the mixture (1 bucket filled 5 times)
 5 buckets full of earth (separate buckets)
 3 cupfuls of flour (1 cup filled 3 times)
 3 cups full of coffee (separate cups)

5.10. The following list comprises other words the plurals of which may cause difficulty.

addendum, addenda	lens, lenses
adieu, adieus	lira, lire
agendum, agenda	locus, loci
alga, algæ	madam, mesdames
alumnus, alumni (masc.); alumna, alumnae (fem.)	Marys
antenna, antennæ (antennae, zoology)	matrix, matrices
appendix, appendixes	maximum, maximums
aquarium, aquariums	medium, mediums <i>or</i> media
automaton, automatons	memorandum, memorandums
axis, axes	minimum, minimums
bandeau, bandeaux	minutia, minutiae
basis, bases	monsieur, messieurs
beau, beaus	nucleus, nuclei
cactus, cactuses	oasis, oases
calix, calices	octopus, octopuses
chassis (singular and plural)	opus, opera
cherub, cherubs	parenthesis, parentheses
cicatrix, cicatrices	phenomenon, phenomena
Co., Cos.	phylum, phyla
coccus, cocci	plateau, plateaus
crisis, crises	podium, podiums
criterion, criteria	procès-verbal, procès-verbaux
curriculum, curriculums	radius, radii
datum, data	radix, radices
desideratum, desiderata	referendum, referendums
dilettante, dilettanti	sanatorium, sanatoriums
dogma, dogmas	sanitarium, sanitariums
ellipsis, ellipses	septum, septa
equilibrium, equilibriums (equilibria, scientific)	sequela, sequelae
erratum, errata	seraph, seraphs
executrix, executrices	seta, setae
flambeau, flambeaus	ski, skis
focus, focuses	stadium, stadiums
folium, folia	stimulus, stimuli
formula, formulas	stratum, strata
fungus, fungi	stylus, styluses
genius, geniuses	syllabus, syllabuses
genus, genera	symposium, symposia
gladiolus (singular and plural)	synopsis, synopses
helix, helices	tableau, tableaux
hypothesis, hypotheses	taxi, taxis
index, indexes (indices, scientific)	terminus, termini
insigne, insignia	testatrix, testatrices
Kansas Citys	thesaurus, thesauri
lacuna, lacunae	thesis, theses
larva, larvae	thorax, thoraxes
larynx, larynxes	vertebra, vertebrae (vertebrae, zoology)
	virtuoso, virtuosos
	vortex, vortexes

Endings "ible" and "able"

5.11. The following words end in *ible*; other words in this class end in *able*. Words with both endings indicated differ in meaning.

abhorrible	apprehensible	cohesible	compatible
accendible	audible	collapsible	compossible
accessible	avertible	collectible	comprehensible
addible	bipartible	combustible	compressible
adducible	circumscribable	comestible	conducibile
admissible	coctible	committible	conductible
affectible	coercible	commonsensible	confluxible
appetible	cognoscible	compactible	congestible

connectible	extendible	indivisible	plausible
contemptible	extensible	indocible	possible
contractible	fallible	inducible	prehensible
controvertible	feasible	ineffervescible	prescriptible
conversible (conversable)	fencible	ineligible	producible
convertible	flexible	ineludible	productible
convincible	fluxible	inevasible	protrusible
corrivable	forcible	inexhaustible	putrescible
corrodible	frangible	inexpansible	receptible
corrosible	fungible	inexpressible	redemptible
corruptible	fusible	infallible	redressible
credible	gullible	infeasible	reducible
crucible	horrible	inferrible	reflectible
cullible	ignitable	(inferable)	reflexible
decoctible	illegible	inflexible	refrangible
deducible	immersible	infractible	remissible
deductible	immiscible	infrangible	renascible
defeasible	impartible	infusible	rendible
defectible	impassible	innascible	reprehensible
defensible	(impassable)	inscriptible	repressible
delible	impartible	insensible	reproducible
deprehensible	impedible	instructible	resistible
depressible	imperceptible	insubmergible	responsible
descendible	impermissible	insusceptible	reversible
destructible	imperscriptible	intactible	revertible
diffrangible	impersuasible	intangible	risible
diffusible	implausible	intelligible	runcible
digestible	impossible	interconvertible	sconceivable
dimensible	imprescriptible	interruptible	seducible
discernible	impressible	intervisible	sensible
discerpible	imputrescible	invidible	sensible
discerptible	inaccessible	inventible	suasible
discussible	inadmissible	invertible	subdivisible
dispersible	inapprehensible	invincible	submergible
dissectible	inaudible	invisible	submersible
distensible	incircumscribable	irascible	subvertible
distractible	includible	irreducible	suggestible
divertible	incoercible	irrefragible	supersensible
divestible	incognoscible	irremissible	suppressible
divisible	incombustible	irreprehensible	susceptible
docible	incommiscible	irrepressible	suspensible
edible	incompatible	irresistible	tangible
educible	incomprehensible	irresponsible	tensible
effectible	incompressible	irreversible	terrible
effervescible	inconcussible	legible	thurible
eligible	incontroversible	mandible	traducible
eludible	inconvertible	marcescible	transfusible
enforcible	inconvincible	miscible	transmissible
erodible	incorrigible	negligible	transvertible
evasible	incorrodible	nexible	tripartible
eversible	incorruptible	omissible	unadmissible
evincible	incredible	ostensible	uncorruptible
exemptible	indefeasible	partible	unexhaustible
exhaustible	indefectible	passible	unexpressible
exigible	indelible	(passable)	unintelligible
expandible	indeprehensible	perceptible	unresponsive
expansible	indestructible	perfectible	unsusceptible
explosible	indigestible	permissible	vendible
expressible	indiscernible	persuasible	vincible
	indivertible	pervertible	visible
			vitrescible

Endings "ise," "ize," and "yze"

5.12. A large number of words have the termination *ise*, *ize*, or *yz*. The letter *l* is followed by *yz* if the word expresses an idea of loosening or separating, as *analyze*; all other words of this class,

except those ending with the suffix *wise* and those in the following list, end in *ize*.

advertise	compromise	excise	prise (to force)
advise	demise	exercise	prize (to value)
affranchise	despise	exorcise	reprise
apprise (to inform)	devisе	franchise	revise
apprize (to ap- praise)	disfranchise	improvisе	rise
arise	disguise	incise	supervise
chastise	emprise	merchandise	surmise
circumcise	enfranchise	misadvise	surprise
comprise	enterprise	mortise	televisе
		premise	

Endings "cede," "ceed," and "sede"

5.13. Only one word ends in *sede* (supersede); only three end in *ceed* (exceed, proceed, succeed); all other words of this class end in *cede* (precede, secede, etc.).

Doubled consonants

5.14. A single consonant following a single vowel and ending a monosyllable or a final accented syllable is doubled before a suffix beginning with a vowel.

bag, bagging	red, reddish	corral, corralled	<i>but</i> total, totaled
get, getting	rob, robbing	transfer, transferred	travel, traveled

5.15. If the accent in a derivative falls upon an earlier syllable than it does in the primitive, the consonant is not doubled.

refer, reference	prefer, preference	infer, inference
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Indefinite articles

5.16. The indefinite article *a* is used before a consonant and an aspirated *h*; *an* is used before silent *h* and all vowels except *u* pronounced as in *usual* and *o* pronounced as in *one*.

a historical review	a union	an honor
a hotel	an herbseller	an onion
a human being	an hour	an oyster
a humble man		

5.17. When a group of initials begins with *b, c, d, g, j, k, p, q, t, u, v, w, y, or z*, each having a consonant sound, the indefinite article *a* is used.

a BLS compilation	a GAO limitation
a CIO finding	a PHS project

5.18. When a group of initials begins with *a, e, f, h, i, l, m, n, o, r, s, or x*, each having a vowel sound, the indefinite article *an* is used.

an AEC report	an NSC (en) proclamation
an FCC (ef) ruling	an RFC (ahr) loan

5.19. Use of the definite or indefinite article before a numerical expression is determined by the consonant or vowel sound of the beginning syllable.

an 11-year-old	an VIII (eight) classification
a onetime winner	a IV-F (four) category
a III (three) group	a 4-H Club

5.28. An apostrophe is used to indicate contractions, the omission of figures or letters (see also "Courtwork," rule 18.9, p. 225), and the coined plurals of letters, figures, and symbols.

don't	the 1920's <i>or</i> the	TV'ers	a's; ¶'s; 7's
I've	twenties; <i>not</i>	B.t.u.'s	T's, Y's
ne'er	the '20's <i>nor</i>	OK's	2 by 4's (lumber)
it's (it is)	20's	YMCA's	<i>but</i> 10s (yarn and thread)
class of '92	4-H'ers	A B C's	4½s (bonds)
spirit of '76	49'ers	three R's	3s (golf)

5.29. The apostrophe is omitted in abbreviations, and also in shortened forms of certain other words.

Dan'l., <i>not</i> Dan'l	coon	Halloween
Sgt., <i>not</i> Sg't	possum	copter
phone	Frisco	

5.30. The plural of spelled-out numbers, of words referred to as words, and of words already containing an apostrophe is formed by adding *s* or *es*; but 's is added to indicate the plural of words used as words if the omission of the apostrophe would cause difficulty in reading.

twos	ins and outs	yeses and noes
threes	ups and downs	<i>but</i> do's and don'ts
sevens	whereases and	which's and that's
ands, ifs, and buts	wherefores	

5.31. The possessive case is often used in lieu of an objective phrase even though ownership is not involved.

1 day's labor (labor for 1 day)	5 or 10 billion dollars' worth
2 hours' travel time	for charity's sake
a stone's throw	for pity's sake
2 weeks' pay	

5.32. The possessive case is not used in such expressions as the following, in which one noun modifies another.

day labor (labor by the day)	State prison
quartermaster stores	State rights

5.33. For euphony, nouns ending in *s* or *ce* and followed by a word beginning with *s* form the possessive by adding an apostrophe only.

for goodness' sake	for old times' sake	for conscience' sake
Mr. Hughes' service	for acquaintance' sake	

5.34. A possessive noun used in an adjective sense requires the addition of 's.

He is a friend of John's	Stern's is running a sale
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5.35. A noun preceding a gerund should be in the possessive case. in the event of Mary's leaving the ship's hovering nearby

Geographic names

5.36. The spelling of geographic names must conform to the decisions of the U.S. Board on Geographic Names. In the absence of such a decision, the U.S. Directory of Post Offices is to be used for names in the United States and its possessions, and the Columbia Lippincott Gazetteer of the World is to be followed in the spelling of foreign names.

5.37. If the decisions or the rules of the Board permit the use of either the local official form or the conventional English form, it is the prerogative of the originating office to select the form which is most suitable for the matter in hand; therefore, in marking copy or reading proof, it is required only to verify the spelling of the particular form used. The Government Printing Office preference is for the conventional English form. Copy will be followed as to accents, but these should be uniform throughout each job.

Nationalities, etc.

5.38. The table on page 243 shows forms to be used for nouns and adjectives denoting nationality.

5.39. In designating the natives of the several States, the following forms will be used.

Alabamian	Iowan	Nebraskan	Rhode Islander
Alaskan	Kansan	Nevadan	South Carolinian
Arizonian	Kentuckian	New Hampshireite	South Dakotan
Arkansan	Louisianian	New Jerseyite	Tennessean
Californian	Mainer	New Mexican	Texan
Coloradan	Marylander	New Yorker	Utahan
Connecticuter	Massachusettsan	North Carolinian	Vermonteer
Delawarean	Michiganite	North Dakotan	Virginian
Floridian	Minnesotan	Ohioan	Washingtonian
Georgian	Mississippian	Oklahoman	West Virginian
Idahoan	Missourian	Oregonian	Wisconsinite
Illinoisan	Montanan	Pennsylvanian	Wyomingite
Indianian			

5.40. Observe the following forms:

Guamanian	Part-Hawaiian (applies to
Hawaiian	Hawaii only)
Puerto Rican	but part-Japanese

Indian words

5.41. In Indian words, including tribal and other proper names, copy is to be followed literally as to spelling and the use of spaces, hyphens, etc.

Ligatures

5.42. Ligatures are not used in anglicized or Latin words; in other foreign words, national practice is followed.

Caesar	Cædmon (Old English)
Leguminosae	vœu (French)

Transliteration

5.43. In the spelling of nongeographic words transliterated from Chinese, Japanese, or any other language that does not have a Latin alphabet, copy is to be followed literally. (Countries that do not use a Latin alphabet officially are marked with an asterisk in the table on p. 243.)

NOTES

6. COMPOUND WORDS

(See also Guide to Compounding; Word Division (supplement to *STYLE MANUAL*), description on p. 2)

6.1. A compound word is a union of two or more words, either with or without a hyphen. It conveys a unit idea that is not as clearly or quickly conveyed by the component words in unconnected succession. The hyphen in a compound is a mark of punctuation that not only unites but separates the component words, and thus facilitates understanding, aids readability, and insures correct pronunciation.

6.2. In applying the following rules and in using the Guide to Compounding, the living fluidity of our language should be kept in mind. Word forms constantly undergo modification. Two-word forms first acquire the hyphen, later are printed as one word, and not infrequently the transition is from the two- to the one-word form, bypassing the hyphen stage.

6.3. The rules as laid down cannot be applied inflexibly. Exceptions must necessarily be allowed, so that general good form will not be offended. However, current language trends point definitely to closing up words which, through frequent use, have become associated in the reader's mind as units of thought. The tendency to amalgamate words, particularly two short words, assures easier continuity, and is a natural progression from the older and less flexible treatment of words.

General rules

6.4. In general, omit the hyphen when words appear in regular order and the omission causes no ambiguity in sense or sound. (See also rule 6.15.1, p. 71.)

banking hours	eye opener	real estate
blood pressure	fellow citizen	rock candy
book value	living costs	training ship
census taker	palm oil	violin teacher
day laborer	patent right	

6.5. Compound two or more words to express a literal or nonliteral (figurative) unit idea that would not be as clearly expressed in unconnected succession.

afterglow	forget-me-not	right-of-way
bookkeeping	gentleman	whitewash
cupboard	newsprint	

6.6. Unless otherwise indicated, a derivative of a compound retains the solid or hyphenated form of the original compound.

coldbloodedness	ill-advisedly	praiseworthiness	X-rayer
footnoting	outlawry	railroader	Y-shaped

6.7. Except after the short prefixes *co*, *de*, *pre*, *pro*, and *re*, which are generally printed solid, a hyphen is used to avoid doubling a vowel or tripling a consonant. (See also rules 6.28, 6.31, p. 73.)

cooperation	anti-inflation	brass-smith	ultra-atomic
deemphasis	micro-organism	Inverness-shire	shell-like
preexisting	semi-independent	thimble-eye	hull-less

Solid compounds

6.8. Print solid two nouns that form a third when the compound has only one primary accent, especially when the prefixed noun consists of only one syllable or when one of the elements loses its original accent.

airship	cupboard	footnote
bathroom	dressmaker	locksmith
bookseller	fishmonger	workman

6.9. Print solid a noun consisting of a short verb and an adverb as its second element, except when the use of the solid form would interfere with comprehension.

blowout	hangover	pickup	throwaway
breakdown	holdup	runoff	<i>but</i> cut-in
flareback	makeready	setup	run-in
giveaway	markoff	showdown	tie-in

6.10. Compounds beginning with the following nouns are usually printed solid.

book	house	school	way
eye	mill	shop	wood
horse	play	snow	work

6.11. Compounds ending in the following are usually printed solid, especially when the prefixed word consists of one syllable. (See also rules 8.5, p. 127; 8.7, p. 131.)

berry	house	piece	wide
blossom	keeper	power	wise
boat	keeping	proof	woman
book	light	room	wood
borne	like	shop	work
bound	maker	smith	worker
brained	making	stone	working
bush	man	store	worm
fish	master	tail	wort
flower	mate	tight	writer
grower	mill	time (not clock)	writing
hearted	mistress	ward	yard
holder	monger	weed	

6.12. Print solid *any*, *every*, *no*, and *some* when combined with *body*, *thing*, and *where*; when *one* is the second element, print as two words if meaning a single or particular person or thing; to avoid mispronunciation, print *no one* as two words at all times.

anybody	everybody	nobody	somebody
anything	everything	nothing	something
anywhere	everywhere	nowhere	somewhere
anyone	everyone	no one	someone

but any one of us may stay; every one of the pilots is responsible.

6.13. Print as one word compound personal pronouns.

herself	oneself	thyslf
himself	ourselves	yourself
itself	themselves	yourselves
myself		

6.14. Print as one word compass directions consisting of two points, but use a hyphen after the first point when three points are combined.

northeast	north-northeast
southwest	south-southwest

Unit modifiers

(See also rule 9.57, p. 138.)

6.15. Print a hyphen between words, or abbreviations and words, combined to form a unit modifier immediately preceding the word modified, except as indicated in rule 6.15.1 and elsewhere throughout this chapter. This applies particularly to combinations in which one element is a present or past participle.

Baltimore-Washington road	long-term-payment loan
collective-bargaining talks	lump-sum payment
contested-election case	most-favored-nation clause
drought-stricken area	multiple-purpose uses
English-speaking nation	no-par-value stock
fire-tested material	part-time personnel
Federal-State-local cooperation	rust-resistant covering
German-English descent	service-connected disability
guided-missile program	1-inch diameter; 2-inch-diameter pipe
hard-of-hearing class	10-word telegram
high-speed line	a 4-percent increase; <i>but</i> 4 percent [of]
large-scale project	hydrochloric acid, 4 percent [of] in-
law-abiding citizen	terest
long-term loan	U.S.-owned property; U.S.-flag ship

6.15.1. Where meaning is clear and readability is not aided, it is not necessary to use a hyphen to form a temporary or made compound. Restraint should be exercised in forming unnecessary combinations of words used in normal sequence.

atomic energy power	mutual security funds
bituminous coal industry	national defense appropriation
child welfare plan	natural gas company
civil rights case	per capita expenditure
civil service examination	portland cement plant
durable goods industry	production credit loan
flood control study	public utility plant
free enterprise system	real estate tax
high school student; elementary	small businessman
school grade	social security pension
income tax form	soil conservation measures
interstate commerce law	special delivery mail; parcel post delivery
land bank loan	speech correction class
land use program	<i>but</i> no-hyphen rule (readability aided); <i>not</i>
life insurance company	no hyphen rule

6.16. Print without a hyphen a compound predicate adjective or predicate noun the second element of which is a present participle.

The duties were price fixing.	The shale was oil bearing.
The effects were far reaching.	The area was used for beet raising.

6.17. Print without a hyphen a compound predicate adjective the second element of which is a past participle; also, omit the hyphen in a predicate modifier of comparative or superlative degree.

The area is drought stricken.	This material is fire tested.
The paper is fine grained.	The cars are higher priced.
The boy is freckle faced.	The reporters are best informed.

6.18. Print without a hyphen a two-word modifier the first element of which is a comparative or superlative.

better drained soil	<i>but</i> uppercrust society
best liked books	lowercase, uppercase type (printing)
higher level decision	undercoverman
highest priced apartment	upperclassman
larger sized dress	bestseller (noun)
better paying job	lighter-than-air craft
lower income group	higher-than-market price

6.19. Do not use a hyphen in a two-word unit modifier the first element of which is an adverb ending in *ly*, nor use hyphens in a three-word unit modifier the first two elements of which are adverbs.

eagerly awaited moment	often heard phrase
heavily laden ship	<i>but</i> ever-normal granary
unusually well preserved specimen	ever-rising flood
very well defined usage	still-new car
longer than usual lunch period	still-lingering doubt
very well worth reading	well-known lawyer
not too distant future	well-kept farm

6.20. Proper nouns used as unit modifiers, either in their basic or derived form, retain their original form; but the hyphen is printed after combining forms.

Latin American countries	Afro-American program
North Carolina roads	Anglo-Saxon period
South American trade	Franco-Prussian War
United States laws	<i>but</i> Indochina ¹ border
Red Cross nurse	Minneapolis-St. Paul region
Winston-Salem festival	North American-South American sphere
Washington-Wilkes-Barre route	French-English descent

6.21. Do not confuse a modifier with the word it modifies.

elderly clothesman	old-clothes man
competent shoemaker	wooden-shoe maker
field canning factory	tomato-canning factory
gallant serviceman	service men and women
light blue hat	light-blue hat
average taxpayer	income-tax payer
American flagship	American-flag ship
well-trained schoolteacher	elementary school teacher
<i>but</i> common stockholder; small businessman	

6.22. Where two or more hyphenated compounds have a common basic element and this element is omitted in all but the last term, the hyphens are retained.

2- or 3-em quads, <i>not</i> 2 or 3-em quads; 2- to 3- and 4- to 5-ton trucks
2- by 4-inch boards, <i>but</i> 2 to 6 inches wide
8-, 10-, and 16-foot boards
moss- and ivy-covered walls, <i>not</i> moss and ivy-covered walls
long- and short-term money rates, <i>not</i> long and short-term money rates
<i>but</i> twofold or threefold, <i>not</i> two or threefold
goat, sheep, and calf skins, <i>not</i> goat, sheep, and calfskins
intrastate and intracity, <i>not</i> intra-state and -city
American owned and managed companies
preoperative and postoperative examination

6.23. Do not use a hyphen in a unit modifier consisting of a foreign phrase.

ante bellum days	ex officio member	per diem employee
bona fide transaction	per capita tax	prima facie evidence

6.24. Do not print a hyphen in a unit modifier containing a letter or a numeral as its second element.

abstract B pages	class II railroad	point 4 program
article 3 provisions	grade A milk	ward D beds

6.25. Do not use a hyphen in a unit modifier enclosed in quotation marks unless it is normally a hyphenated term, but quotation marks are not to be used in lieu of a hyphen. (See also rule 9.116, p. 145.)

“blue sky” law “good neighbor” policy “tie-in” sale *but* right-to-work law

¹ Decision of U.S. Board on Geographic Names.

6.26. Print combination color terms as separate words, but use hyphen when such color terms are unit modifiers.

bluish green
dark green

orange red
bluish-green feathers

iron-gray sink
silver-gray body

6.27. Do not use a hyphen between independent adjectives preceding a noun.

big gray cat

a fine old southern gentleman

Prefixes, suffixes, and combining forms

6.28. Print solid combining forms and prefixes, except as indicated elsewhere.

afterbirth
Anglomania
antedate
antisavery
biweekly
bylaw
circumnavigation
cisalpine
cooperate
contraposition
countercase
deenergize
demitasse
excommunicate
extracurricular

foretell
heroicomic
hypersensitive
hypocacid
inbound
infrared
interview
intraspinal
introvert
isometric
macroanalysis
mesothorax
metagenesis
microphone
misstate

monogram
multicolor
neophyte
nonneutral
offset
outbake
overactive
pancosmic
paracentric
particoated
peripatetic
planoconvex
polynodal
postscript
preexist

proconsul
pseudoscholastic
reenact
retrospect
semiofficial
stepfather
subsecretary
supermarket
thermocouple
transonic
transship
tricolor
ultraviolet
unnecessary
underflow

6.29. Print solid combining forms and suffixes, except as indicated elsewhere.

portable
coverage
operate
plebiscite
twentyfold
spoonful

kilogram
geography
manhood
selfish
pumpkin

meatless
outlet
wavelike
procurement
innermost

partnership
lonesome
homestead
northward
clockwise

6.30. Print solid words ending in *like*, but use a hyphen to avoid tripling a consonant or when the first element is a proper name.

lifelike
lilylike

bell-like
girllike

Florida-like
Truman-like

6.31. Use a hyphen or hyphens to prevent mispronunciation, to insure a definite accent on each element of the compound, or to avoid ambiguity.

anti-hog-cholera serum
co-op
mid-ice
non-civil-service position
non-tumor-bearing tissue

re-cover (cover again)
re-sorting (sort again)
re-treat (treat again)
un-ionized
un-uniformity

6.32. Use a hyphen to join duplicated prefixes.

re-redirect

sub-subcommittee

super-superlative

6.33. Print with a hyphen the prefixes *ex*, *self*, and *quasi*.

ex-governor
ex-serviceman
ex-trader
ex-vice-president

self-control
self-educated
but selfhood
selfsame

quasi-academic
quasi-argument
quasi-corporation
quasi-young

6.34. Unless usage demands otherwise, use a hyphen to join a prefix or combining form to a capitalized word. (The hyphen is retained in words of this class set in caps.)

anti-Arab		<i>but</i> nongovernmental
pro-British		overanglicize
un-American		prezeppelin
non-Government		transatlantic
post-World War II or post-Second World War		

Numerical compounds

6.35. Print a hyphen between the elements of compound numbers from twenty-one to ninety-nine and in adjective compounds with a numerical first element. (See also rule 11.23, p. 170.)

twenty-one	3-to-1 ratio	<i>but</i> one hundred and twenty-one
twenty-first	5-to-4 vote	100-odd
6-footer	.22-caliber cartridge	foursome
24-inch ruler	2-cent-per-pound tax	threescore
3-week vacation	four-in-hand tie	foursquare
8-hour day	three-and-twenty	\$20 million airfield
10-minute delay	two-sided question	
20th-century progress	multimillion-dollar fund	

6.36. Print without a hyphen a modifier consisting of a possessive noun preceded by a numeral. (See also rule 5.31, p. 67.)

1 month's layoff	2 hours' work
1 week's pay	3 weeks' vacation

6.37. Print a hyphen between the elements of a fraction, but omit it between the numerator and the denominator when the hyphen appears in either or in both.

one-thousandth	twenty-three thirtieths
two-thirds	twenty-one thirty-seconds
two one-thousandths	three-fourths of an inch

6.38. A unit modifier following and reading back to the word or words modified takes a hyphen and is always printed in the singular.

motor, alternating-current, 3-phase, 60-cycle, 115-volt
 glass jars: 5-gallon, 2-gallon, 1-quart
 belts: 2-inch, 1¼-inch, ½-inch, ¼-inch

Civil and military titles

6.39. Do not hyphen a civil or military title denoting a single office, but print a double title with a hyphen. (See also rule 5.6, p. 62.)

ambassador at large	notary public
assistant attorney general	secretary general
commander in chief	under secretary; <i>but</i> under-secretaryship
comptroller general	vice president; ² <i>but</i> vice-presidency
Congressman at large	secretary-treasurer
major general	treasurer-manager
sergeant at arms	

6.40. The adjectives *elect* and *designate*, as the last element of a title, require a hyphen.

President-elect	ambassador-designate
Vice-President-elect	minister-designate

² In official usage, the title of Vice President of the United States is written without a hyphen; the hyphen is also omitted in all like titles, such as vice admiral, vice consul, etc.

Scientific and technical terms

6.41. Do not print a hyphen in scientific terms (names of chemicals, diseases, animals, insects, plants) used as unit modifiers if no hyphen appears in their original form. (See list of plant names, p. 127, and insect names, p. 131.)

carbon monoxide poisoning	whooping cough remedy
guinea pig raising	<i>but</i> screw-worm raising
hog cholera serum	Russian-olive plantings
methyl bromide solution	white-pine weevil
stem rust control	Douglas-fir tree

6.41.1. Chemical elements used in combination with figures do not use a hyphen, even as a unit modifier.

polonium 210	uranium 235; <i>but</i> U ²³⁵ ; Sr ⁹⁰ ; ₉₂ U ²³⁴	Freon 12
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6.41.2. Note use of hyphens and closeup punctuation in chemical formulas.

9-nitroanthra(1,9,4,10)bis(1)oxathiazone-2,7-bisdioxide
Cr-Ni-Mo
2,4-D

6.42. Print a hyphen between the elements of technical compound units of measurement.

candle-hour	light-year
horsepower-hour	passenger-mile
kilowatt-hour	

Improvised compounds

6.43. Print with a hyphen the elements of an improvised compound.

blue-pencil (v.)	stick-in-the-mud (n.)
know-it-all (n.)	let-George-do-it attitude
know-how (n.)	how-to-be-beautiful course
make-believe (n.)	hard-and-fast rule

6.44. Use hyphens in a prepositional-phrase compound noun consisting of three or more words.

cat-o'-nine-tails	man-of-war	<i>but</i> coat of arms
government-in-exile	mother-in-law	heir at law
grant-in-aid	mother-of-pearl	next of kin
jack-in-the-box	patent-in-fee	officer in charge

6.45. When the corresponding noun form is printed as separate words, the verb is always hyphenated.

cold-shoulder	blue-pencil	cross-brace
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6.46. Print a hyphen in a compound formed of repetitive or conflicting terms and in a compound naming the same thing under two aspects.

boogie-woogie	devil-devil	walkie-talkie
comedy-ballet	farce-melodrama	willy-nilly
dead-alive	pitter-patter	young-old

6.47. Use a hyphen in a nonliteral compound expression containing an apostrophe in its first element.

asses'-eyes	cat's-paw	<i>but</i> The cat's paw is soft.
ass's-foot	crow's-nest	There is the crow's nest.
bull's-eye		

6.48. Print a hyphen to join a single capital letter to a noun or a participle.

H-bomb

I-beam

T-shaped

U-boat

V-necked

X-ray

X-raying

S-iron

T-square

6.49. Print idiomatic phrases without hyphens.

come by
inasmuch as

insofar as
Monday week

7. GUIDE TO COMPOUNDING

7.1. The following list is based on the rules for compounding given on pages 69 to 76. Manifestly, such a list cannot be complete. However, by analogy with listed words of like prefixes or suffixes, with consideration given to length and readability, and the application of the rules, fuller treatment of unlisted compounds will be achieved. Nevertheless, the list is reasonably complete for meeting the needs of printers, editors, and writers.

7.2. In order to keep the list from becoming cumbersome, certain restrictions had to be adopted.

7.3. The listing of hyphenated compounds ending in *ed* was kept to a minimum, it being thought adequate to give one or two examples under a keyword rather than to admit needless repetition.

7.4. Similarly, many two-word forms which create no difficulty were omitted.

7.5. On the other hand, care was exercised to achieve fuller coverage of solid compounds, particularly when the adopted form is at variance with that laid down in Webster's New International Dictionary. It should be added that while Webster's, with indicated exceptions (pp. 57-61), is our guide to the spelling of words, it is not our guide for the compounding of words. The rules and the guide prescribe and limit our practice.

7.6. Distinction should be made between words used in a non-literal sense—e.g., *highlight* (prominent detail), *sideline* (added activity), where the one-word form differentiates from literal use—e.g., *high light* (elevation of a light), *side line* (physical line), where the two-word form frequently assures proper emphasis in pronouncing more distinctly each word in the group.

7.7. Distinction should also be made in the compounding of two words to form an adjective modifier and the use of the same words as a predicate adjective; e.g., "crystal-clear water," *but* "the water is crystal clear"; "fire-tested material," *but* "the material is fire tested."

7.8. Caution should be exercised in distinguishing when a succession of words is intended as a compound and when it is merely a collocation; e.g., "we know someone who will do it," *but* "we ought to master some one thing well."

7.9. For better appearance, it may sometimes be necessary to treat alike words which would have different forms when they appear separately; e.g., *bumblebee* and *queen bee*, *farmhand* and *ranch hand*. In juxtaposition, these and similar words should be made uniform by being printed as two words. This is only a temporary expedient and does not supersede the list.

7.10. Combining forms and prefixes are usually printed solid. For greater readability, the hyphen is sometimes required to avoid doubling a vowel (*anti-inflation*, *naso-orbital*), except as indicated in rule 6.7; or not to change a normally capitalized word (*mid-April*, *non-European*); or to assure distinct pronunciation of each element of a compound or ready comprehension of intended meaning (*contra-ion*,

un-ionized); or to join a combining form or prefix to an already hyphenated compound (*equi-gram-molar*, *pro-mother-in-law*).

7.11. As nouns and adjectives, *holdup*, *calldown*, *layout*, *makeup*, and similar words should be printed solid. Their *er* derivatives (*holder-up*, *caller-down*, *layer-out*, and *maker-up*) require hyphens. On the other hand, such compounds as *run-in*, *run-on*, and *tie-in* resist quick comprehension when solid. They are therefore hyphenated.

7.12. Words spelled alike but pronounced differently, such as *tear-dimmed* and *tearsheet*, *wind tunnel* and *windup*, are listed under the same keyword.

7.13. This list does not include the large group of plant and insect names which are covered in separate lists, pages 127 to 132.

7.14. The abbreviations *adv.* (adverb), *n.* (noun), *v.* (verb), *u.m.* (unit modifier), *pref.* (prefix), *c.f.* (combining form), and *conj.* (conjunction) indicate function.

[Words printed flush are combined with the words which follow to form solid or hyphenated compounds; a spacemark (#) indicates a two-word form (note that two-word forms in the adjective position use a hyphen, except as laid down in rule 6.15.1, p. 71)]

<p>A #B #C (n.) -B-C (u.m.) -bomb -day -flat #1 (rating) -sharp A -frame -pole a borning, etc. foot piece (adv.) sea shipboard while (adv.) abdomino (c.f.) <i>all one word</i> able -bodied (u.m.) -minded (u.m.) about-face above board -cited (u.m.) deck -found (u.m.) -given (u.m.) ground (u.m.) -mentioned (u.m.) -named (u.m.) proof -said (u.m.) -water (u.m.) -written (u.m.) absentminded ace-high (u.m.) acid #bath fast proof -treat (v.) worker works ack-ack acre -foot -inch actino (c.f.) <i>all one word</i> ad man smith</p>	<p>adder bolt fish addie brain head pate adeno (c.f.) <i>all one word</i> aero (c.f.) -otitis <i>rest one word</i> afore <i>all one word</i> African Afro-American after (c.f.) <i>all one word</i> agar-agar agateaware age less long -old (u.m.) -stricken (u.m.) -weary (u.m.) agencywide ague -faced (u.m.) -plagued (u.m.) proof -sore (u.m.) aide-de-camp air base #bends bill blast -blasted (u.m.) blown borne bound brainted brake brush burst cargo -clear (u.m.) coach -condition (v.) -conditioned (u.m.) -conditioning (u.m.) -cool (v.) -cooled (u.m.)</p>	<p>air—con. craft crew crewman -dried (u.m.) -driven (u.m.) drome drop -dry (u.m., v.) #duct field -floated (u.m.) flow foil -formed (u.m.) frame freight freighter gap glow hammer head hole hose lane lift #line (line for air) line (aviation) liner link load mail man mark (v.) marker mass minded #navigation park path photo plane port (all mean-ings) power scoop show sleeve ship sick sickness -slaked (u.m.) space speed stream strike</p>	<p>air—con. strip tight #time (radio and TV) #train #twist ward wave way wayman #well wise woman worthy alder -leaved (u.m.) man woman ale cup -fed (u.m.) glass house yard alkali #land all -absorbing (u.m.) -aged (u.m.) -American -clear (n., u.m.) -fired (u.m.) -flotation (mining) #fours #hal #in mark (printing) mouth (fish) -out (u.m.) over (n., u.m.) -possessed (u.m.) #right -round (u.m.) spice -star (u.m.) time (u.m.) wise alleyway allo (c.f.) <i>all one word</i> alms giver giving house man</p>	<p>along ship shore side alpen glow stock alpha -cellulose -iron -naphthol #ray #test also-ran (n., u.m.) altar piece wise alto cumulus #horn relievo stratus amber -clear (u.m.) -colored (u.m.) fish -tipped (u.m.) ambi (c.f.) <i>all one word</i> amidships amino #acid <i>as prefix, all one word</i> ampere -foot -hour meter -minute -second amphi (pref.) <i>all one word</i> anylo (c.f.) <i>all one word</i> anchor hold #light plate angel cake -eyed (u.m.) -faced (u.m.) fish food angio (c.f.) <i>all one word</i></p>
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angle	arch (pref.)	assembly	back—con.	bail
hook	band	man	flash	out (n., u.m.)
#iron	bishop	#line	flow	picce
meter	duke	#room	-focus (v.)	wood
sight	enemy	astro (c.f.)	furrow	bailisman
wing	-Protestant	<i>all one word</i>	ground	bake
wise	way	athwart	hand	board
worm	wise	hawse	handed	house
Anglo (c.f.)	archo (c.f.)	ship	haul	pan
-American, etc.	<i>all one word</i>	wise	hauled	shop
<i>rest one word</i>	archerfish	attorney #at #law	-in (n., u.m.)	stove
anhydr(o) (c.f.)	archi (pref.)	audio	land(s)	bald
<i>all one word</i>	<i>all one word</i>	frequency	lash	#eagle
ankle	archo (c.f.)	gram	list (v.)	facéd
bone	<i>all one word</i>	meter	log	head (n.)
-deep (u.m.)	areaway	visual	lotter	headed
jack	areo (c.f.)	auger	pack	pate
ant	<i>all one word</i>	#box	paddle (v.)	bail
eater	aristo (c.f.)	#drill	pay	flower
hill	<i>all one word</i>	auri (c.f.)	payment	-like
ante (pref.)	arithmo (c.f.)	-iodide	pedal (v.)	player
#bellum, etc.	<i>all one word</i>	<i>rest one word</i>	piece	point (u.m.)
-Christian, etc.	arm	author	plate	proof
#mortem	band	craft	rest	room
mortem (non-	bone	ship	road	stock
literal)	chair	authotype	room	ballot #box
<i>rest one word</i>	hole	auto (c.f.)	run	band
antero (c.f.)	lift	-objective	saw	box
<i>all one word</i>	load	-observation	scatter	cutter
anthra (c.f.)	piece	-omnibus	set	man
<i>all one word</i>	pit	-ophthalmoscope	shift	master
anthropo (c.f.)	plate	<i>rest one word</i>	slide	#pulley
<i>all one word</i>	rack	awe	space	saw
anti (pref.)	rest	-bound (u.m.)	spin	sawed
-American, etc.	-shaped (u.m.)	-filled (u.m.)	spread	sawing
-h o g - c h o l e r a	armor	-inspired (u.m.)	staff	sawyer
(u.m.)	#bearer	some	stage	stand
-icer, -imperial, -in-	#belt	ax	stairs	string
flation, etc.	-clad (u.m.)	-adz	stamp	-tailed (u.m.)
-missile-missile	-piercing (u.m.)	#grinder	stay	wagon
(u.m.)	-plated (u.m.)	-grinding (u.m.)	stitch	width
missile, person-	arin's-length (u.m.)	hammer	stop	work
nel, trust, etc.	army	head	strap	bandsman
-New #Deal, etc.	man	maker	-streeter	bandy
<i>rest one word</i>	woman	man	stretch (n.)	ball
antro (c.f.)	arrow	-shaped (u.m.)	string	-legged (u.m.)
<i>all one word</i>	head	stone	strip (book)	bang
anvil	headed	axle	stroke	tail
-faced (u.m.)	-leaved (u.m.)	load	-swath (v.)	up (n., u.m.)
-headed (u.m.)	maker	smith	swept	bank
maker	plate	tree	swing	book
smith	-shaped (u.m.)	axo (c.f.)	tack	man
any	shot	<i>all one word</i>	talk	note
body	smith	azo (c.f.)	tender	#paper
how	stone	-orange	tenter	side (stream)
#more	-toothed (u.m.)	-orchil	-titrate (v.)	banner
one	worm	-orselline	track (v.)	fish
place (adv.)	arseno (c.f.)	<i>rest one word</i>	trail	man
thing	<i>all one word</i>	B-flat	trailer	bantamweight
way(s)	art	baby	up (n., u.m.)	bar
where	-colored (u.m.)	face (n.)	wall	#bit
wise	craft	facéd	ward	keeper
aorto (c.f.)	ware	#food	wash	maid
<i>all one word</i>	work	sit (v.)	water	man
apo (pref.)	arterio (c.f.)	sitter	way	master
<i>all one word</i>	<i>all one word</i>	sitting	woods	post
apple	arthro (c.f.)	back	yard	room
cart	<i>all one word</i>	ache	yarder	tender
grower	artillery	band	backer	way
jack	man	bite (v.)	-down	wise
juice	ship	board	-off	-wound (u.m.)
sauce	asbestos	bone	-up	barbed #wire
-scented (u.m.)	-covered (u.m.)	boned	badland(s) (geol.)	barber
April-fool (v.)	-packed (u.m.)	breaker	bag	fish
aqua	#rock	cap	-checked (u.m.)	shop
#fortis	ash	chain	house	bare
#green	bin	charge	maker	-armed (u.m.)
marine	can	-country (u.m.)	making	back
meter	#color	cross	man	backéd
plane	-colored (u.m.)	date	pipe	boat
puncture	-free (u.m.)	dated	reef	bone
tint	-gray (u.m.)	down (n., u.m.)	room	boned
tone	#heap	drop	-shaped (u.m.)	facéd
aquo (c.f.)	man	face	worm	foot
-ion	pan	feed	baggage	footéd
<i>rest one word</i>	pile	fill	man	handed
arborway	pit	fire	master	headed
arc	tray	flap	#rack	legged
-over (n., u.m.)			#room	neckéd
-weld (v.)			#train	worn

barge	battle—con.	bed—con.	bell—con.	bill—con.
board	field	light	making	board
#course	front	#linen	man	book
house	ground	load	mouthed	broker
-laden (u.m.)	#jacket	maker	ringer	broking
line	line	man	ringing	bug
load	plane	mate	wether	fish
man	-scarred (u.m.)	pad	bellows	fold
master	ship	pan	maker	head
bark	#star	plate	making	heading
bound	stead	post	man	holder
cutter	wagon	quilt		hook
peel	wise	rail		poster
peeler	bay	ridden		posting
#rot	bolt	rock		sticker
-tanned (u.m.)	man	room		billet
barley	#rum	screw		-doux
corn	beach	sheet		head
field	comber	sick		man
mow	head	side		billingsgate
#water	man	sore		bio (c.f.)
barn	master	spread		-seration
#dance	wagon	spring		-osmosis
man	bead	stand		<i>rest one word</i>
stormer	flush	stead		birch
yard	house	straw		bark
barracksmate	roll	#timber		wood
barrel	work	time		bird
head	beak	ward		bath
maker	head	way		bander
making	iron	bee		banding
-roll (v.)	-shaped (u.m.)	bread		cage
-shaped (u.m.)	beakerman	-eater		call
base	beam	herd		made (u.m.)
ball	filling	hive		mark (nonliteral)
ball #bat	house	house		#mark (surveying)
baller	maker	keeper		warmer
board	-making (u.m.)	keeping		work
hearted	man	line		bent
line	room	man		wing (n., u.m.)
#line (surveying)	#trawl	way		wood
load	work	beech		benzo (c.f.)
man (n.)	bean	nut		<i>all one word</i>
#metal	bag	wood		berry
-minded (u.m.)	cod	beer		-brown (u.m.)
#pay	-fed (u.m.)	eater		#cone
basi (c.f.)	field	#extract		picker
<i>all one word</i>	picker	-faced (u.m.)		picking
basket	pole	head		best
ball	pot	steak		#clad
baller	setter	tongue		#dressed
#case	-shaped (u.m.)	beer		#known
fish	stalk	#cellar		#man
maker	bear	maker		seller (n.)
ware	baiting	#yeast		selling (u.m.)
#weave	herd	bees		beta
woman	hide	wax		-glucose
work	hound	wing		#ray
bas-relief	off (n., u.m.)	beet		#test
bass	skin	field		tron
-bar	trap	#pulp		#wave
#drum	beater	#sugar		between
#horn	man	beetle		brain
#viol	-out	-browed (u.m.)		decks
bat	#press	head		whiles
blind	-up	headed		bi (pref.)
-eyed (u.m.)	beauty	stock		-ilic
fish	-blind (u.m.)	stone		<i>rest one word</i>
fowl	-clad (u.m.)	before		big
man	proof	-cited (u.m.)		-eared (u.m.)
wing	#shop	hand		eye (fish)
bath	beaver	-mentioned (u.m.)		-eyed (u.m.)
house	board	-named (u.m.)		head (ego)
mat	pelt	time		hearted
robe	bed	beggar		horn (sheep)
room	board	man		-horned (u.m.)
#towel	bug	woman		house (peniten-
tub	case	behindhand		tiary)
bats	chair	bell		#league (n.)
man	chamber	bird		-leaguer
wing (c oth)	clothes	-bottomed (u.m.)		mouthed
batter	cord	boy		name (top rank)
cake	cover	#buoy		(n., u.m.)
man	fast	-crowned (u.m.)		time (top rank)
battle	fellow	hanger		(n., u.m.)
ax	foot	hop		bill
#cruiser	frame	house		back
dore	goer	maker		beetle
-fallen (u.m.)	lamp			

black —con.	block —con.	blue —con.	bog —con.	book —con.
board	ship	hearted	trotter	case
-bordered (u.m.)	blood	-hot (u.m.)	way	craft
damp	#bank	jack	boil	dealer
-eyed (u.m.)	beat	jacket	down (n., u.m.)	#end
face	borne	#jay	off (n., u.m.)	fair
faced	#count	nose	out (n., u.m.)	-fed (u.m.)
fire	curdling	-pencil (v.)	over (n., u.m.)	fold
fish	-drenched (u.m.)	point (oyster)	boiler	keeper
guard	fin (fish)	print	house	keeping
hearted	-giving (u.m.)	stocking	maker	-learned (u.m.)
jack	guilty	stone	making	#learning
leg	-hot (u.m.)	streak (nonlit- eral)	man	-lined (u.m.)
#letter	hound	throat (bird)	-off	list
list	letting	tongue (n.)	-out	lore
mall	line	wing (bird)	plate	lover
#market (n.)	mobile	blunder	room	maker
-market (u.m., v.)	#pressure	bus	shop	making
-marketeer	-red (u.m.)	head	smith	man
-marketer	ripe	blunt	works	mark
mouthed	shed	-edged (u.m.)	boiling	mate
out (n., u.m.)	shot	hearted	#house	mobile
plate (printing)	spiller	-spoken (u.m.)	#point	plate
print	spilling	boar	bold	rack
-robed (u.m.)	spot	skin	face (printing)	rest
#sheep	stain	spear	facéd	room
shirted	stock	staff	hearted	sale
smith	stone	board	-spirited (u.m.)	seller
snake	stream	#foot	bolsterwork	selling
strap (n.)	sucker	maker	bolt	shelf
#widow	sucking	man	cutter	shop
blameworthy	#test	#measure	head	stack
blank	thirst	rack	header	stall
book	thirsty	walk	heading	stamp
#check	#type	boarding	hole	stand
blanket	-warm (u.m.)	house	maker	stitch
maker	bloody	#school	-shaped (u.m.)	-stitching (u.m.)
making	hearted (u.m.)	boat	smith	store
blast	-nosed (u.m.)	bill (bird)	strake	-taught (u.m.)
hole	-red (u.m.)	builder	work	#trade
plate	blossom	building	bomb	wise
blasto (c.f.)	bill (duck)	hook	#bay	work
<i>all one word</i>	-bordered (u.m.)	head	drop	worm
bleach	head (duck)	house	fall	wright
field	-laden (u.m.)	keeper	line	writer
ground	time	load	proof	boom
house	blow	loader	shell	boat
man	back	loading	sight	#brace
works	box	man	thrower	-ended (u.m.)
yard	by (n., u.m.)	master	-throwing (u.m.)	#sail
blear	cock	owner	bond	#stay
eye	down (n., u.m.)	setter	holder	town
-eyed (u.m.)	fish	shop	man	yard
-witted (u.m.)	gun	side	#paper	boondoggling
blepharo (c.f.)	hard (n.)	swain	slave	boot
<i>all one word</i>	hole	tail	stone	black
blight	iron	woman	woman	boy
bird	lamp	yard	bonds	holder
-resistant (u.m.)	line	bob	man	bose
blind	off (n., u.m.)	cat	woman	jack
-boinb (v.)	out (n., u.m.)	sled	bone	lace
fish	outproof	stay	ache	last
-flying (u.m.)	pipe	tail	#ash	leg
fold	proof	white	black	legger
-loaded (u.m.)	spray	bobby	breaker	lick
#man	through (u.m.)	pin	-bred (u.m.)	maker
#pig	torch	-soxer	dog (fish)	making
spot	tube	body	-dry (u.m.)	strap
stitch	up (n., u.m.)	bearer	-eater	#top
story	blue	bending	fish	#tree
worm	-annealed (u.m.)	lace	-hard (u.m.)	border
blink-eyed (u.m.)	beard (n.)	meal	head	land
blithe	bill (bird)	set	headed	line
hearted	bird	setter	head	bores
-looking (u.m.)	blood	shaker	laced	hole
blitz	blooded	-white (u.m.)	leg	safe
buggy	bonnet	work	licker	sight
krieg	book (nonliteral)	booby	maker	bosom
block	bottle	#hatch	making	-deep (u.m.)
buster	breast (bird)	trap	strap	-folded (u.m.)
head	coat (n.)	boogie-woogie	bottle	maker
headed	#devil	book	bird	-making (u.m.)
hole (v.)	-eye (bird)	binder	-fed (u.m.)	bottle
house	-eyed (u.m.)	bindery	holder	holder
#letter	fish	binding	maker	maker
like	gill	board	making	neck
maker	grass			
making	-gray (u.m.)			
man	-green (u.m.)			

bulk	bush—con.	C	camera	cap—con.
head	making	-sharp	#lucida	shore
headed	man	-star	man	stone
-pile (v.)	master	C-tube	#obscura	car
welgh (v.)	ranger	cab	camp	barn
bull	ranging	driver	#bed	borne
back	whacker	driving	#chair	boy
baiting	whacking	fare	craft	break
cart	wife	man	fire	builder
dog	woman	#owner	#follower	fare
doze	wood	stand	ground	#ferry
-faced (u.m.)	bushel	cabbage	#meeting	#float
#fiddle	man	fly	site	goose
fight	woman	head	stool	hop
fighter	business	worm	ward	line
fighting	man	cabin	can	load
finch	woman	#car	#buoy	lot
frog	business	house	capper	man
head	man	cabinet	maker	-mile
headed	woman	maker	making	port
hide	bustup (n., u.m.)	making	not	shop
man	busy	work	#opener	sick
-mouthed (u.m.)	body	worker	canal	wash
neck	-flingered (u.m.)	working	boat	washing
nose	head	canal	man	#wheel
nosed	-idle	boat	side	carbo (c.f.)
pen	work	candle	can	<i>all one word</i>
ring	butt	bomb	#buoy	carbol (c.f.)
skin	-joint (v.)	box	capper	<i>all one word</i>
#terrier	saw	fish	maker	carcino (c.f.)
toad	stock	-foot	making	<i>all one word</i>
-voiced (u.m.)	strap	holder	not	card
whack	-weld (v.)	holder	#opener	board
whacker	butter	-laid (u.m.)	canal	case
whip	ball	man	bomb	holder
bullet	bird	#ship	box	-index (u.m., v.)
head	box	way	fish	maker
headed	-colored (u.m.)	caco (c.f.)	holder	making
maker	#dish	<i>all one word</i>	-hour	player
making	fat	cage	light	room
proof	fingered	#bird	lighter	sharp
bull's	fingers	man	lighting	stock
-eye (nonliteral)	fish	#stand	lit	cardio (e.f.)
-foot	head	work	maker	-aortic
bumble	#knife	cake	making	<i>rest one word</i>
bee	maker	baker	-meter	care
foot	making	box	power	free
kite	man	bread	-shaped (u.m.)	-laden (u.m.)
bumboat	milk	-eater	stand	taker
bung	mouth	house	stick	taking
hole	mouthead	maker	wick	-tired (u.m.)
maker	nut	mixer	wright	worn
start	#packer	-mixing (u.m.)	candy	carpet
bunk	print	pan	maker	bag
house	-rigged (u.m.)	walk	stick	bagger
load	scotch	walker	cane	bagging
buntline	-smooth (u.m.)	calci (c.f.)	-backed (u.m.)	beater
burn	wife	<i>all one word</i>	brake	beating
-in (n., u.m.)	woman	calf	#chair	#cleaner
out (n., u.m.)	worker	bound	crusher	-cleaning (u.m.)
over (n., u.m.)	#yellow (u.m.)	#love	cutter	-covered (u.m.)
up (n., u.m.)	button	skin	field	fitter
burned-over (u.m.)	-eared (u.m.)	time	#press	layer
burner-off	-headed (u.m.)	calico	#seat	laying
burnt	hold	back (fish)	#sugar	#loom
-out (u.m.)	holder	call	work	maker
-up (u.m.)	hole	back (n., u.m.)	canker	making
bus	holed	boy	bird	-smooth (u.m.)
#bar	holer	down (n., u.m.)	-eaten (u.m.)	#snake
boy	holing	-in (n., u.m.)	-mouthed (u.m.)	#stitch
#conductor	hook	#market	#sore	#sweeper
driver	maker	note	cannon	-sweeping (u.m.)
fare	making	-off (n., u.m.)	ball	way
line	mold	out (n., u.m.)	proof	weaver
man	#strike	-over (n., u.m.)	canoe	-weaving (u.m.)
bush	worker	can	load	web
beater	buzz	shaft	man	work
buck	#bomb	#switch	maker	woven
fighter	#saw	#wheel	making	carpo (c.f.)
fighting	#wig	camel	#shoe	-olecranal
-grown (u.m.)	buzzerphone	back (rubber)	#stitch	<i>rest one word</i>
hammer	by	-backed (u.m.)	work	carriage
-headed (u.m.)	-and-by	driver	worker	maker
land	-by	-faced (u.m.)	cap	-making (u.m.)
#league	-thic-way (n., u.m.)	keeper	-flash (v.)	smith
-leaguer	-your-leave (n., u.m.)	man	maker	way
maker	u.m.)	camel's	making	carrierborne
	<i>rest one word</i>	#hair (n.)	nut	
		-hair (u.m.)	screw	
			sheaf	

carrot	catch—con.	cerato (c.f.)	check—con.	chicken—con.
-colored (u.m.)	ery	<i>all one word</i>	point	#wire
head (nonliteral)	land	cerebro (c.f.)	rack	#yard
juice	line (printing)	-ocular	rail	chief
top (nonliteral)	penny	<i>rest one word</i>	rein	#justice
carry	plate	cervico (c.f.)	ring	-justiceship
all (n., u.m.)	#title	-occipital	roll	#mate
around (n., u.m.)	up (n., u.m.)	-orbicular	roller	child
back (n., u.m.)	water	<i>rest one word</i>	room	bearing
-in (n., u.m.)	weight	cess	rope	bed
out (n., u.m.)	word	pipe	row	birth
over (n., u.m.)	work	pit	rowed	crowing
cart	cater	pool	rower	hearted
load	corner	chaffcutter	sheet	hood
man	cornered	chain	strap	kind
way	wauling	#bag	string	life
wheel (coin)	cat's	#belt	up (n., u.m.)	-minded (u.m.)
whip	-eye (nonliteral)	-driven (u.m.)	#valve	ridden
wright	-paw (nonliteral)	#gang	washer	wife
case	cattle	maker	weigher	child
bearer	#boat	making	weighman	-cast (u.m., v.)
#binding	#breeder	man	work	room
book	feed	stitch	writer	chin
bound	man	store	writing	band
hammer	#raiser	work	checker	-bearded (u.m.)
harden	-raising (u.m.)	chair	board	-chin
load	#ranch	borne	breast (bird)	cloth
maker	yak	fast	-in	cough
making	cauliflower	maker	-off	-high (u.m.)
mate	#ear	making	-out	piece
mated	-eared (u.m.)	man	-up	rest
wood	#ware	mender	wise	#shield
work	cause	mending	work	strap
worker	way	-shaped (u.m.)	cheek	china
worm	wayman	warmcr	bone	#bark
casser-in	cavalryman	woman	piece	-blue (u.m.)
cash	cave	chalk	strap	#shop
book	dweller	cutter	cheerleader	ware
box	-dwelling (u.m.)	-eyed (u.m.)	cheese	China
boy	#fish	line	board	man
girl	-in (n., u.m.)	stone	box	town
keeper	man	-white (u.m.)	burger	woman
cast	cease-fire (n., u.m.)	worker	cake	chip
away (n., u.m.)	cedar	chamber	cloth	board
back (n., u.m.)	bird	maid	curd	munk
-by (u.m.)	-colored (u.m.)	woman	cutter	#shot
house	#leaf	change	head	chiro (c.f.)
off (n., u.m.)	maker	house	headed	<i>all one word</i>
out (n., u.m.)	ware	over (n., u.m.)	#knife	chisel
-ridden (u.m.)	celi (c.f.)	chap	lip	#bit
-weld (v.)	<i>all one word</i>	book	maker	-cut (u.m.)
caster	celio (c.f.)	fallen	making	-edged (u.m.)
-off	<i>all one word</i>	chapel	parer	#grinder
-out	cell	going	paring	#maker
castlebuilder	house	man	plate	mouth (fish)
(dreamer)	mate	char	#press	chitchat
cat	#tester	coal	chemico (c.f.)	chitter-chatter
back	#wall	coaled	<i>all one word</i>	chloro (c.f.)
beam	cellar	coaling	chemo (c.f.)	<i>all one word</i>
bird	man	pit	<i>all one word</i>	chock
block	way	woman	cherry	ablock
boat	woman	charge	bird	-full (u.m.)
call	cement	#book	-colored (u.m.)	chocolate
-eyed (u.m.)	-covered (u.m.)	man	picker	-brown (u.m.)
face (n.)	maker	off (n., u.m.)	licking	-coated (u.m.)
faced	making	out (n., u.m.)	Charley horse	#maker
facings	-temper (v.)	census	chart	choir
fall	#taker	#taking (u.m.)	house	boy
#fever	center	#bit	room	man
fish	#board	board (printing)	chatter	#master
footed	head	line	box	#school
gut	line	most	mark	choke
head	piece	#point	cheapskate	bore
hole	second	-second	check	bored
#hook	centi (c.f.)	<i>all one word</i>	bird	boring
-ion	centimeter-gram-	second	bite	damp
like	second	centri (c.f.)	book	out (n., u.m.)
nap	<i>all one word</i>	centro (c.f.)	hook	point
nip	centimeter-gram-	centro (c.f.)	-in (n., u.m.)	strap
-o-nine-tails	second	<i>all one word</i>	line	chokerman
piece	centri (c.f.)	centro (c.f.)	list	chole (c.f.)
skin	<i>all one word</i>	cephalo (c.f.)	mark	<i>all one word</i>
stitch	centro (c.f.)	<i>all one word</i>	mate	chondro (c.f.)
tail	<i>all one word</i>	cephalo (c.f.)	nut	-osseous
walk	<i>all one word</i>	<i>all one word</i>	off (n., u.m.)	<i>rest one word</i>
catch	<i>all one word</i>	cephalo (c.f.)	out (n., u.m.)	chop
all (n., u.m.)	<i>all one word</i>	passer (n.)	passer (n.)	-chop
-as-catch-can	<i>all one word</i>	passing	passing	house
(u.m.)				

<p>chop—con. stick #suey chow chow line #mein Christ -given (u.m.) -inspired (u.m.) like chromo (c.f.) <i>all one word</i> chrono (c.f.) <i>all one word</i> chuck hole plate #rib wagon chuckle head headed chunkhead church craft #door goer going like man manlike ward way woman work yard churn -butted (u.m.) milk cider maker making cigar box case cutter fish holder maker making -shaped (u.m.) store cigarette #case #holder #maker -making (u.m.) #paper cine (c.f.) <i>all one word</i> circuit #breaker man #rider circum (pref.) arctic, pacific, etc. -Saturnal, etc. <i>rest also one word</i> cirro (c.f.) <i>all one word</i> cis (pref.) alpine atlantic -trans (u.m.) <i>rest also one word</i> city -born (u.m.) bound -bred (u.m.) folk #man scape wide clam bake cracker (fish) shell worm</p>	<p>clampdown (n., u.m.) clans man woman clap board net trap clasp hook #knife class book -conscious (u.m.) #consciousness #day man mate room work claw bar -footed (u.m.) hammer hatchet -tailed (u.m.) clay #band bank -colored (u.m.) man pan pit ware works clean -cut (u.m.) handed hearted out (n., u.m.) -shaved (u.m.) -smelling (u.m.) up (n., u.m.) clear cole -cut (u.m.) -eyed (u.m.) headed hearted -sighted (u.m.) starch (v.) up (n., u.m.) wing clearinghouse cleft -footed (u.m.) -graft (v.) clergy man woman cliff bound dweller -dwelling (u.m.) #face side top -worn (u.m.) cliffsman climbpath clinch -built (u.m.) work cling fish stone clink -clank stone clinker -built (u.m.) work clip -clap -edged (u.m.) sheet</p>	<p>clipper -built (u.m.) man #ship cloak -and-dagger (n., u.m.) maker making room clock case face house keeper maker making -minded (u.m.) room setter smith #tower wise work clod breaker head hopper hopping pate pated close bred breeding -connected (u.m.) cross crossed crossing -cut (u.m.) -fertilize (v.) fisted handed headed hearted minded mouthed out (n., u.m.) up (n., u.m.) closed -circuit (u.m.) #end #shop cloth -backed (u.m.) bound maker making worker clothes bag basket brush #closet horse line man pin press rack #tree yard cloud burst cap capped -hidden (u.m.) land #ring clover bloom #hay leaf seed sick sickness worm club #car #chair</p>	<p>club—con. foot footed hand haul house #link man mobile ridden room root -shaped (u.m.) #steak woman clutch man #shaft co (pref.) -op exist, operate, etc. <i>rest one word</i> coach -and-four builder building maker making man whip woman work coal bag bagger bed bin -black (u.m.) boat box breaker #car dealer digger -faced (u.m.) field fish #gas hole -laden (u.m.) #loader #mine #miner #oil pit rake sack (astron.) shed ship #tar #truck yard coast guardsman land line side wise coat hanger rack room tail tailed cob head meal web webbed webbing work cobblestone cock bill bird brain crow crowing eye</p>	<p>cock—con. eyed fight fighting head pit roach #robin spur sure tail -tailed (u.m.) up (n., u.m.) cockle boat shell cocks comb combed cod bank fish fishery fishing head headed #liver man pitchings smack worm codebook coffee cake -colored (u.m.) #cream #cup grower -growing (u.m.) house maker making pot room shop time coffer dam work coffin #bone -headed (u.m.) maker making cog way wheel coil box #packing smith #spring coin box holder maker making -operated (u.m.) #silver coke #dust #iron man #oven cold blooded -chisel (v.) #cream -draw (v.) finch -flow (v.) -forge (v.) frame #front -hammer (v.) -hammered (u.m.) hearted pack -press (v.)</p>
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cold —con. proof -roll (v.) -rolled (u.m.) room (n.) -short (u.m.) -shortness -shoulder (v.) store type (printing) #war #wave -work (v.)	cone —con. maker making -shaped (u.m.) speaker conference #room Congress man man #at #large woman contra (pref.) -acting -approach -ion <i>rest one word</i>	corn bin bird bread cake cob -colored (u.m.) cracker crib crusher cutter dodger -fed (u.m.) field grower house husk husker land loft meal picker #pit (market) #pone stalk starch #stover worm	court —con. #plaster room ship work yard cousin -german hood -in-law cover alls #crop let side up (n., u.m.)	crank —con. -driven (u.m.) man pin pit shaft #wheel crape fish hanger crash boat dive (v.) land (v.) crawfish crawl -a-bottom (fish) up (n., u.m.)
coli (c.f.) <i>all one word</i>	cook book house maid oil (n., u.m.) out (n. u.m.) room shack shop stove	corner bind piece stone wise corpsman	cow barn bell boy catcher -eyed (u.m.) fish gate girl hand hearted herd hide hitch keeper lick man path pen #pony pox puncher shed skin sucker tail yard	cream cake #cheese -colored (u.m.) maker making ware credit man #union
collar bag band #beam bird bone bound box #button maker making man #pad #rot work colo (c.f.) <i>all one word</i>	cooled -in (u.m.) -up (u.m.)	costo (c.f.) <i>all one word</i>	crab cake catcher eater eating faced hole man meat stick -yaws (n.)	creek bed fish side creep hole mouse crepe #de #chine #paper #rubber #suzette
color bearer blind #blindness fast -free (u.m.) #guard #line maker making man type (printing) (n.) -washed (u.m.)	cooper bottom (v.) -bottomed (u.m.) -colored (u.m.) head -headed (u.m.) #mine #miner nose plate -plated (u.m.) proof sidesman ware wing (butterfly) worker works	cotton -clad (u.m.) -covered (u.m.) field grower -growing (u.m.) #mill month (snake) packer picker #print seed sick tail	crack ajack (n., u.m.) brained down (n., u.m.) jaw pot -the-whip (n., u.m.) up (n., u.m.) crackleware cracksman	crest fallen line crew cut #list man mate member
comb #brush #case holder maker making -toothed (u.m.)	copy book cat cutter cutting desk #editor fitter fitting holder holding man reader right righter writer	council man woman	cradle board land maker man side #snatcher song time	crib -bite (v.) -biter strap work crime buster busting wave
come -along (tool) back (n., u.m.) -between (n.) down (n.) -off (n., u.m.) -on (n., u.m.) -out (n.) -outer uppance	coral -beaded (u.m.) bound -red (u.m.) #reef #stitch	count down (n., u.m.) -down (v.) #wheel	craft #union work	crook <i>all one word</i> -foot (n.) -legged (u.m.) -nosed (u.m.) -toothed (u.m.)
commander #in #chief commandoman committee man woman	cord maker wood	country -born (u.m.) -bred (u.m.) folk man people	crafts man woman	crop -bound (u.m.) -haired (u.m.) head #index land man
common #law place sense sensible weal wealth	core #drill maker making #print	county #seat side ward wide woman	crane #driver man way	cross -appeal arm armed band
companion ship way companywide concertmaster	cork board -lined (u.m.) maker making screw wing (bird)	court bred craft house like -martial	cranio (c.f.) <i>all one word</i>	
cone -in-cone (u.m.)			crank bird case	

cross—con.	cross—con.	cup—con.	damp	dead—con.
banded	blow (v.)	head	proof	#end
banding	-pollinate (v.)	headed	proofing	-onder
bar	-pollination	holder	-stained (u.m.)	eye (n.)
barred	-purpose (n.)	#hook	damping-off (n.,	-eyed (u.m.)
beak (bird)	-question	maker	u.m.)	fall
beam	rail	making	dance	head
bearer	-reaction	stone	#band	headed
bedded	-refer (v.)	curb	hall	hearted
bedding	-reference	#bit	danger	#beat
belt	-referring	#market	-fearing (u.m.)	-beated (u.m.)
bench	road	#roof	#line	-beater
#bias	row	#sending	#point	-hcavy (u.m.)
bill (bird)	#rule	#signaling	house	house
#bill (legal)	#section	stone	latch	latch
bind	-service	stoner	devil	#letter
bolt	-shaft	cure-all (n., u.m.)	deviltry	light
bond	-slide	curly	say	line
bones	-spale	head	dark	#load
#brace	-staff	headed	-eyed (u.m.)	lock
bred	-sterile	locks (n.)	hearted	man (n.)
breed	-sterility	currycomb	horse (nonliteral)	melt
breeding	-stitch	cussword	room	pan
-bridge (v.)	-stone	custom	skin (n.)	pay
-brush (v.)	-stratification	-built (u.m.)	-skinned (u.m.)	-roast (v.)
#bun	-sue (v.)	house	dash	weight (n., u.m.)
-carve (v.)	-surge (v.)	-made (u.m.)	board	wood
-channel (u.m.)	tail (n.)	-tailored (u.m.)	light	deaf
-check	talk	work	line (printing)	-dumb
-claim	tie	worker	maker	-dumbness
-compound (v.)	tied	cut	plate	-mute
-connect (v.)	-tine (v.)	away (n., u.m.)	pot	-muteness
-country (u.m.)	-tined (u.m.)	back (n., u.m.)	wheel	deal
-cultivate (v.)	town	glass	date	fish
-cultivation	track	#hole	line	worker
current	trail	-in (n., u.m.)	lined	yard
-curve (math.) (u.)	tree	lips (fish)	mark	death
cut	under (n., u.m.)	off (n., u.m.)	#stamp	bed
cutter	-vote	out (n., u.m.)	daughter-in-law	blow
cutting	-voting	over (n., u.m.)	dawn	day
-date (v.)	walk	rate (u.m.)	-gray (u.m.)	-divided (u.m.)
-drain (v.)	way	throat	light	-doom (v.)
-dye (v.)	web	-toothed (u.m.)	streak	#house
-dyeing (n.)	wind	-under (u.m.)	day	like
-examination	wise	-up (n., u.m.)	beam	#rate
-examine (v.)	word	water	bed	-struck (u.m.)
-examiner	bait	work	book	trap
-eye (n., u.m.)	bar	worm	break	watch
-eyed (u.m.)	#flight	cutler	-bright (u.m.)	-weary (u.m.)
fall	foot	-built (u.m.)	dawn	deck
feed	footed	-down	dream	hand
-fertile (u.m.)	hop	head	dreamer	house
-fertilization	crow's	man	dreaming	-land (v.)
-fertilize (v.)	-foot (nonliteral)	-off	-fly (aviation) (v.)	load
-fiber (u.m.)	-nest (nonliteral)	-ont	-flying (u.m.)	swabber
field	crow'n	-rigged (u.m.)	going	deep
file	bar	-up	#letter	-affected (u.m.)
fire	maker	cuttle	light	-cut (u.m.)
flow	making	bone	lighted	-engraven (u.m.)
foot	piece	fish	lit	-felt (u.m.)
-grained (u.m.)	#plate	cyano (c.f.)	long (u.m.)	-freeze (u.m., v.)
hair	#post	<i>all one word</i>	man	-freezing (u.m.)
band	#sheet	car	mark	-frying (u.m.)
handed	#wheel	smith	#nurse	going
batch	work	cyelo (c.f.)	room	-grown (u.m.)
hatching	crybaby	-olefin	#school	-laid (u.m.)
haul	crypto (c.f.)	<i>rest one word</i>	#shift	most
head	-Christian, etc.	cycle	side	mouthed
-immunity	<i>rest one word</i>	car	star	-rooted (u.m.)
-index (u.m.)	crystal	smith	time	#sea
-interrogate (v.)	-clear (u.m.)	fish	work	-seated (u.m.)
-interrogatory	-girded (u.m.)	cycto (c.f.)	worker	-set (u.m.)
-invite (v.)	-smooth (u.m.)	<i>all one word</i>	de (pref.)	-sunk (u.m.)
legged	cup	cyto (c.f.)	-air	-voiced (u.m.)
legs	master	<i>all one word</i>	ice	water (u.m.)
-level (v.)	#shark	D	icer	waterman
-license (v.)	cubbyhole	-day	-ion	deer
lift (v.)	cuddyhole	-major	centralize, ener-	drive (n.)
light	cullboard	-plus 4-day	gize, etc.	-eyed (u.m.)
line	cumulo (c.f.)	D-handle	<i>rest one word</i>	food
lock	<i>all one word</i>	dairy	dead	herd
lots	cup	#farm	-alive	horn
mark	bearer	-fed (u.m.)	beat (n.)	hound
-mate (v.)	board	-made (u.m.)	born	keeper
member	cake	maid	-burn (v.)	#lick
over (n., u.m.)	#custard	man	-cold (u.m.)	meat
patch	ful	woman	-dip (v.)	skin
path	#grease	damsite	-drunk (u.m.)	stalker
piece				stalking

deer —con. stand stealer yard	die —con. -cut (u.m., v.) cutter cutting hard (n., u.m.) head holder maker making #mold #plate #proof (phibately) (n.) sinker sinking -square (u.m.) stock	disk jockey plow -shaped (u.m.) #wheel districtwide ditch bank digger #hand rider side water ditto graph #mark dive -bomb (v.) #bomber keeper diving #bell #boat do -all (n., u.m.) -gooder -little (n., u.m.) -nothing (n., u.m.) -nought (n., u.m.) dock hand head house land man master side worker yard doctor bird fish doe bird skin dog bite -bitten (u.m.) bolt breeder cart catcher #days -drawn (u.m.) -ear (v.) -eared (u.m.) face (infantry- man) -faced (u.m.) fall fight fish food head -headed (u.m.) hole house leg #owner race racing shore #show skin sled tail -tired (u.m.) tooth -toothed (u.m.) #trainer trick trot vane watch -weary (u.m.) doll beer face -faced (u.m.)	doll —con. fish house maker making #post dollar bird fish #mark dolly head man way donkey back -drawn (u.m.) -eared (u.m.) man #pump work doodlebug doomsday door bed bell boy brand case check frame head jamb keeper keeping knob maid maker making man mat nail plate post #roller -shaped (u.m.) step stone stop strap way yard dope book sheet dorsi (c.f.) <i>all one word</i> dorso (c.f.) -occipital <i>rest one word</i> double -barrel (n., u.m.) -barreled (u.m.) -bit' (v.) -breasted (u.m.) -charge (v.) check (n., v.) checked (u.m., v.) #chin -chinned (u.m.) #concave #convex cross (nonliteral) crosser (nonlit- eral) crossing (nonlit- eral) #dagger deal (v.) dealer dealing -decker -distilled (u.m.) -duty (u.m.) -dye (v.) -edged (u.m.) -ender #entry	double —con. #gear handed -headed (u.m.) header hearted -leaded (u.m.) #play -quick (u.m.) #space #stitch talk #thread #time tone (printing) #track tree -trouble -up (u.m., v.) #work dough boy -colored (u.m.) face -faced (u.m.) head maker making man mixer nut dove -colored (u.m.) cot house like tail tailed down beat beater bound by cast check coast come comer coming -covered (u.m.) crier cry curved cut dale draft drag face fall fallen feed flow fold folded grade gradient growth hanging haul headed hearted hill lead line lock (n.) look most payment pour rate right river rush shore side sitting slip slope -soft (u.m.)	
deer —con. stand stealer yard	degree -day (measure) wise dehydr(o) (c.f.) <i>all one word</i> demi (pref.) -Christian, etc. -incognito <i>rest one word</i> departmentwide depth #charge dermato (c.f.) <i>all one word</i> derrick #boat #crane man desert -bred (u.m.) #fox land #ship desk #helper man #room work dessert #fork #knife spoon spoonful deutero (c.f.) <i>all one word</i> devil bird -devil -diver (bird) dog (a marine) fish -inspired (u.m.) -ridden (u.m.) dew beam cap -clad (u.m.) claw damp -drenched (u.m.) drop fall -fed (u.m.) -laden (u.m.) lap lapped point dextro (c.f.) <i>all one word</i> di (pref.) <i>all one word</i> dia (pref.) <i>all one word</i> diamond back -backed (u.m.) #dust -shaped (u.m.) work diaz(o) (c.f.) -oxide <i>rest one word</i> dice box board #coal cup man play die -away (u.m.) back case -cast (u.m., v.) caster casting	die —con. -cut (u.m., v.) cutter cutting hard (n., u.m.) head holder maker making #mold #plate #proof (phibately) (n.) sinker sinking -square (u.m.) stock diesel -driven (u.m.) -electric (u.m.) #engine dillydally dim -lighted (u.m.) lit out (n., u.m.) diner-out ding bat dong dining #car #hall #room dinitro (c.f.) #spray <i>rest one word</i> dinner #hour time ware dip -dye (v.) -grained (u.m.) head heading #slip stick ware dipper-in direct -connected (u.m.) -indirect direction #finder -finding (u.m.) dirt board -cheap (u.m.) #farmer fast -incrusted (u.m.) line plate #road dirty -faced (u.m.) -minded (u.m.) #work dis (pref.) <i>all one word</i> dish board cloth #cover #drainer maker making pan rack rag #towel washer washing water wiper wiping	disk jockey plow -shaped (u.m.) #wheel districtwide ditch bank digger #hand rider side water ditto graph #mark dive -bomb (v.) #bomber keeper diving #bell #boat do -all (n., u.m.) -gooder -little (n., u.m.) -nothing (n., u.m.) -nought (n., u.m.) dock hand head house land man master side worker yard doctor bird fish doe bird skin dog bite -bitten (u.m.) bolt breeder cart catcher #days -drawn (u.m.) -ear (v.) -eared (u.m.) face (infantry- man) -faced (u.m.) fall fight fish food head -headed (u.m.) hole house leg #owner race racing shore #show skin sled tail -tired (u.m.) tooth -toothed (u.m.) #trainer trick trot vane watch -weary (u.m.) doll beer face -faced (u.m.)	doll —con. fish house maker making #post dollar bird fish #mark dolly head man way donkey back -drawn (u.m.) -eared (u.m.) man #pump work doodlebug doomsday door bed bell boy brand case check frame head jamb keeper keeping knob maid maker making man mat nail plate post #roller -shaped (u.m.) step stone stop strap way yard dope book sheet dorsi (c.f.) <i>all one word</i> dorso (c.f.) -occipital <i>rest one word</i> double -barrel (n., u.m.) -barreled (u.m.) -bit' (v.) -breasted (u.m.) -charge (v.) check (n., v.) checked (u.m., v.) #chin -chinned (u.m.) #concave #convex cross (nonliteral) crosser (nonlit- eral) crossing (nonlit- eral) #dagger deal (v.) dealer dealing -decker -distilled (u.m.) -duty (u.m.) -dye (v.) -edged (u.m.) -ender #entry	double —con. #gear handed -headed (u.m.) header hearted -leaded (u.m.) #play -quick (u.m.) #space #stitch talk #thread #time tone (printing) #track tree -trouble -up (u.m., v.) #work dough boy -colored (u.m.) face -faced (u.m.) head maker making man mixer nut dove -colored (u.m.) cot house like tail tailed down beat beater bound by cast check coast come comer coming -covered (u.m.) crier cry curved cut dale draft drag face fall fallen feed flow fold folded grade gradient growth hanging haul headed hearted hill lead line lock (n.) look most payment pour rate right river rush shore side sitting slip slope -soft (u.m.)

down—con.	draw—con.	drive	duck—con.	ear
spout	head	away (n., u.m.)	pond	ache
stage	horse	boat	#soup	cap
stairs	knife	bolt	walk	drop
state	knot	cap	due	drum
stream	link	head	-in (n., u.m.)	flap
street	loom	-in (n., u.m.)	out (n., u.m.)	guard
stroke	net	pipe	duffelbag	hole
sun (adv., u.m.)	off (n., u.m.)	screw	dug	lap
swing	out (n., u.m.)	#shaft	out (n.)	mark
take	pin	way	-up (u.m.)	-minded (u.m.)
throw	plate	#wheel	way	#muff
thrust	point	drop	dull	phone
time	sheet	away (n., u.m.)	brained	pick
town	span	#bar	-edged (u.m.)	piece
trampling	stop	bolt	head	-piercing (u.m.)
trend	string	#bomb	headed	plug
trodden	tongs	#folio (printing)	hearted	ring
turn	tube	-forge (v.)	-looking (u.m.)	screw
valley	#well	-forger	-witted (u.m.)	shot
ward	drawer	front	dumdum	sore
way	-down	hammer	dumb	splitting
weigh	-in	head	bell	tab
weight	-off	kick	head	wax
wind	-out	leaf (n., u.m.)	waiter	wig
draft	drawing	leg	#well	witness
age (allowance)	#board	light	dump	earth
#age (conscription)	-in (n., u.m.)	line	car	bank
-exempt (u.m.)	#room	man	cart	board
#horse	#table	off (n., u.m.)	#heap	born
draftsman	dray	out (n., u.m.)	#truck	bound
drag	#horse	sonde	dunder	-bred (u.m.)
#anchor	man	stitch	dunder	#crust
bar	dream	worm	headed	fall
boat	-haunted (u.m.)	drug	beck	fast
bolt	land	-addicted (u.m.)	bird	-fed (u.m.)
#harrow	lit	man	hill	fill
line	lore	mixer	duo (c.f.)	grubber
man	world	seller	<i>all one word</i>	#hole
net	dredge	store	dust	#house
pipe	boat	drum	bin	kin
rope	#chain	beat	box	light
saw	man	fire	brush	lit
staff	#net	fish	cloth	maker
wire	dress	head	#counter	making
dragger	#goods	line	-covered (u.m.)	mover
-down	maker	stick	fall	moving
-in	making	-up (n., u.m.)	-gray (u.m.)	nut
-out	up (n., u.m.)	#winding	-laden (u.m.)	quake
-up	dressing #room	dry	pan	-shaking (u.m.)
dragon	drift	-burnt (u.m.)	proof	slide
#beam	#boat	#cell	storm	#spring
-eyed (u.m.)	bolt	clean	tight	-stained (u.m.)
fish	meter	cleaned	#well	wall
fly	-mining (u.m.)	cleaner	woman	ward
kind	piece	cleaning	duster	wide
#piece	pin	-cure (v.)	man	work
dragon's	way	dock	-off	earthen
#blood	weed	docked	duty	hearted
#teeth	wind	-dye (v.)	bound	ware
drain	wood	-farm (v.)	-free (u.m.)	east
board	drill	farming (n., u.m.)	dwelling #house	bound
cleaner	book	#goods	dye	-central (u.m.)
man	case	goodsman	house	#end
pipe	#clamp	house	maker	going
tile	holder	#kiln	making	land
drainage	-like	land (u.m.)	mixer	-northeast
#area	maker	lot	stone	#side
way	man	-pack (u.m., v.)	stuff	-sider
dram	master	#rot	#vat	-southeast
seller	#pin	-rotted (u.m.)	ware	ward
shop	#press	-salt (v.)	works	Easter
draw	#rack	wash	dynamo	tide
-arch (n.)	#rest	#weight	#brush	time
arm	room	worker	electric	easy
back	stock	duck	genesis	going
bar	worker	bill	metamorphosed	hearted
beam	yard	-billed (u.m.)	phone	mark (n.)
bench	drip	blind	static	-rising (u.m.)
board	board	board	dys (pref.)	-spoken (u.m.)
bolt	box	boat	<i>all one word</i>	eaves
bore	cock	foot (tool)	eagle	drop
bridge	#cup	-footed (u.m.)	-eyed (u.m.)	dropper
cut	-drip	hearted	stone	dropping
down (n., u.m.)	sheet	#hunter	-winged (u.m.)	#molding
file	stick	-hunting (u.m.)		edge
gate	stone	pin		maker
gear	#tank			making
glove				man

edge —con.	ender	ex	F	fan
#plane	-on	#cathedra	-flat	back
shot	-up	cathedral	-horn	bearer
stone	endo (c.f.)	communicate	-sharp	#belt
ways	<i>all one word</i>	-governor	fable	#blade
wise	engine	#libris	#book	#dance
eel	-driven (u.m.)	#oficio	land	fare
cake	#driver	#post #facto	maker	fish
catcher	house	#rights	teller	fold
catching	maker	-serviceman	face	foot
fare	man	-trader	about (n., u.m., v.)	house
#netting	room	express	#ache	-leaved (u.m.)
pot	#shop	man	-arbor (v.)	light
pout	-sized (u.m.)	#train	cloth	maker
shop	smith	way	-harden (v.)	making
skin	work	extra	-hardened (u.m.)	man
spear	#worker	-alimentary	lifting	marker
worm	#yard	#allowance	maker	-shaped (u.m.)
egg	entero (c.f.)	-American	making	tail
beater (all mean-	<i>all one word</i>	#binding	man	-tailed (u.m.)
ings)	entry	bold	mark	fancy
bound	#book	bound	-on (n., u.m.)	#dress
cup	man	Britannic	piece	-free (u.m.)
eater	way	-condensed (u.m.)	plate	-loose (u.m.)
fruit	envelope	#current	up (n., u.m.)	work
head (nonliteral)	#holder	curricular	wise	-woven (u.m.)
hot (n.)	#maker	-fine (u.m.)	work	-wrought (u.m.)
nog	epi (pref.)	hazardous	fact	far
plant	<i>all one word</i>	judicial	book	-aloft (u.m.)
-shaped (u.m.)	equi (c.f.)	large (u.m.)	finding	away (n., u.m.)
shell	-gram-molar	-long (u.m.)	fade	-borne (u.m.)
-white (u.m.)	<i>rest one word</i>	marginal	away (n., u.m.)	#ery
eight	ere	mural	-in (n., u.m.)	-distant (u.m.)
-angled (u.m.)	long	ordinary	out (n., u.m.)	-eastern (u.m.)
#ball	now	polar	faint	-famed (u.m.)
fold	errorproof	-strong (u.m.)	heart	etched
penny (nail)	erythro (c.f.)	territorial	hearted	flung (u.m.)
-ply (u.m.)	<i>all one word</i>	vascular	#ruling (printing)	going
score	even	eye	-voiced (u.m.)	gone
-wheeler	glow	#appeal	fair	-off (u.m.)
elbow	handed	ball	ground	-reaching (u.m.)
board	minded	bank	-lead (n., u.m.)	seeing
chair	-numbered (u.m.)	bar	minded	-seen (u.m.)
room	song	blink	play	-set (u.m.)
elder	-tempered (u.m.)	-blurred (u.m.)	-skinned (u.m.)	sight
#brother	tide	brow	#trade	sighted
brotherhood	time	-conscious (u.m.)	water	farm
brotherly	ever	cup	way	#bloc
-leaved (u.m.)	-abiding (u.m.)	flap	fairy	-bred (u.m.)
man	bearing	glance	folk	hand
woman	blooming	glass	hood	hold
electro (c.f.)	-constant (u.m.)	hole	land	house
-optics	-fertile (u.m.)	lash	like	land
-osmosis	glade	lens	stone	owner
-ultrafiltration	going	lid	tale	place
<i>rest one word</i>	green	light	faith	stead
embryo (c.f.)	lasting	line	breaker	steading
<i>all one word</i>	more	mark	breaking	work
empty	-normal (u.m.)	-minded (u.m.)	#cure	worker
handed	-present (u.m.)	#opener	worthy	yard
headed	-ready (u.m.)	peep	fall	fashion
hearted	sporting (biol.)	piece	away (n., u.m.)	-led (u.m.)
-looking (u.m.)	which	pit	back (n., u.m.)	monger
#word	wise	point	fish	#piece (naut.)
en #banc, #gros,	every	service	#guy	#plate
#route	body	shade	-in (n., u.m.)	-setting (u.m.)
enamelware	day (n., u.m.)	shield	out (n., u.m.)	fast
encephalo (c.f.)	#day (each day)	shot	-plow (v.)	-anchored (u.m.)
<i>all one word</i>	one (all)	sick	-sow (v.)	bound
end	#one (distributive)	sight	time	-died (u.m.)
-all (n., u.m.)	thing	sore	trap	going
bell	#time	spot	way	hold
board	where	-spotted (u.m.)	#wheat	-moving (u.m.)
brain	evil	stalk	#wind	-read (v.)
gate	doer	stone	fallow #land	-reading (u.m.)
#grain	doing	strain	false	#time (daylight
lap	#eye	string	-bottomed (u.m.)	saving)
line	-cyed (u.m.)	tooth	#face	fat
long	-faced (u.m.)	wash	-faced (u.m.)	#acid
-match (v.)	hearted	water	hearted	back
matcher	-looking (u.m.)	wear	hood	backed
-measure (v.)	minded (u.m.)	#weariness	-tongued (u.m.)	-bellied (u.m.)
most	sayer	wink	work	brained
#paper	speaker	winker	fame	-free (u.m.)
piece	speaking	witness	-crowned (u.m.)	head
-shrink (v.)	wishing	witnessing	-thirsty (u.m.)	headed
ways			whorthy	hearted
				-soluble (u.m.)

flat —con. land nose out (n., u.m.) -rolled (u.m.) #silver top -topped (u.m.) ware way wise woods work yard	floor beam board cloth head lamp line load man mat mop #plug #show space stain walker ward #wax -waxing (u.m.) way wise work flopouse flour bag bin #blender #grinder maker making #mill #miller #mixer sack flow meter off (n., u.m.) sheet flower bed bud -crowned (u.m.) #cup #grower -hung (u.m.) maker making piece pot -scented (u.m.) #shop #show #stalk time work flue -cure (v.) man fluid -compressed (u.m.) extract (pharm.) (n.) glycerate #bunce fluo (c.f.) <i>all one word</i> fluoro (c.f.) <i>all one word</i> flush bound -cut (u.m.) -decked (u.m.) -decker gate #head (printing) #tank flute bird like mouth (fish) work fluvia (c.f.) <i>all one word</i> fly away back ball -bitten (u.m.) blow	fly —con. blown boat boy -by-night (n., u.m.) catcher catching eater -fish (v.) -fisher -fisherman #fishing flap flapper -free (u.m.) leaf line man over (n., u.m.) paper proof sheet speak -specked (u.m.) tail tier trap way weight wheel winch flying #boat #bomb #fish foam bow -crested (u.m.) #rubber -white (u.m.) fog horn bound bow dog eater -hidden (u.m.) horn -ridden (u.m.) fold -in up (n., u.m.) folk craft #dance free (u.m.) lore song way follow through (n., u.m.) up (n., u.m.) follower-up food grower packer shop sick stuff fool fish hardy headed proof foolscap foot -and-mouth (u.m.) ball band bath blower board brake breadth bridge -candle fall -free (u.m.) gear	foot —con. -grain halt bill hold -lambert lieker licking light(s) line lining lock locker loose man mark note noted pad path pick plate -pound -pound-second power print race rail rest room rope scald -second slogger sore stalk stall step stick stock stone stool -ton walk wall way wear -weary (u.m.) work worn for (pref.) <i>all one word</i> fore -age -and-aft (n., u.m.) -and-after (n.) -edge -end -exercise <i>rest one word</i> forest bound -clad (u.m.) -covered (u.m.) craft #land side fork head lift maker man -pronged (u.m.) smith tail -tailed (u.m.) form board #letter #work (printing) forth coming right with fortune #hunter #hunting teller telling	forty-niner foul #ball #line -looking (u.m.) mouthed #play -spoken (u.m.) -tongued (u.m.) up (n., u.m.) foundry man #proof (printing) fountain head #pen four -bagger -ball (u.m.) -eyed (u.m.) -eyes (fish) flush flusher flushing fold -footed (u.m.) -in-hand (n., u.m.) -masted (u.m.) -master penny (nail) -ply (u.m.) score some square squared -wheeler fox -faced (u.m.) fish hole hound #hunting skin skinned tail tailed #terrier trot fracto (c.f.) <i>all one word</i> frame house maker making smith up (n., u.m.) work worker frankhearted free board boot booter born drop -for-all (n., u.m.) -grown (u.m.) hand (drawing) handed hearted hold holder lance lancer loader loading man martin -minded masonry #port -spoken (u.m.) standing (u.m.) stone thinker thinking #trade trader way (highway)
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free—con.	fuel	game	gelatin	glass—con.
wheel (u.m., v.)	#lino	bag	-coated (u.m.)	#wool
wheeler	#oil	cock	maker	work
wheeling	wood	craft	-making (u.m.)	worker
#will (n.)	full	#owl	gelatino (c.f.)	working
will (u.m.)	back	keeper	bromide	works
woman	-hellied (u.m.)	keeping	chloride	glauco (c.f.)
freed	blood	room	<i>all one word</i>	glaze
man	blooded	gang	cutter	#wheel
woman	bloodedness	land	-set (u.m.)	work
freeze	-bound (u.m.)	man	#stone	work
down (n., u.m.)	face	master	work	glidepath
out (n., u.m.)	facéd	plank	genito (c.f.)	globe
up (n., u.m.)	-fashioned (u.m.)	#press	<i>all one word</i>	fish
freight	-flowering (u.m.)	saw	gentle	holder
#house	-grown (u.m.)	way	hearted	trotter
-mile	-handed (u.m.)	wayman	-looking (u.m.)	trotting
#room	-headed (u.m.)	gape	man (n.)	glosso (c.f.)
French	hearted	seed	-mannered (u.m.)	<i>all one word</i>
man	-lined (u.m.)	worm	mouthed	glove
-minded (u.m.)	#load	garageman	-spoken (u.m.)	maker
woman	mouth	garbage	woman (n.)	making
fresh	mouthed	#can	geo (c.f.)	#silk
hearted	#speed	man	<i>all one word</i>	glow
-looking (u.m.)	-strength (u.m.)	#truck	germ	fly
man	-time (u.m.)	garnet	#cell	lamp
-painted (u.m.)	#weight	-brown (u.m.)	-free (u.m.)	meter
fret	fund	work	#layer	worm
work	holder	gas	proof	gluc(o) (c.f.)
worked	raising	bag	gerrymander	<i>all one word</i>
friarbird	funnel	-driven (u.m.)	get	glue
frock	form	field	-at-able	maker
#coat	maker	-fired (u.m.)	away (n., u.m.)	making
maker	-shaped (u.m.)	firing	off (n., u.m.)	pot
frog	fur	fitter	-together (n., u.m.)	stock
belly	-clad (u.m.)	fitting	up (n., u.m.)	glycero (c.f.)
eater	coat	-heated (u.m.)	ghost	<i>all one word</i>
-eyed (u.m.)	-lined (u.m.)	holder	craft	glyco (c.f.)
face	#lining	house	-haunted (u.m.)	<i>all one word</i>
fish	-trimmed (u.m.)	-laden (u.m.)	land	go
hopper	fuse	lamp	#town	-ahead (n., u.m.)
land	#block	light	write (v.)	-around (n., u.m.)
mouth	board	lighted	writer	-as-you-please
nose	#gage	lighting	line	(u.m.)
pond	plug	line	giddy	-back (n., u.m.)
skin	G	lock	brain	-between (n.)
tongue (medicine)	-major	#main	brained	by (n.)
front	-man	maker	head	cart
-focused (u.m.)	-minor	meter	headed	-devil (n.)
line	-sharp	tight	-paced (u.m.)	down (n.)
#page	gabfest	#well	gilt	-getter
piece	gad	worker	-edge (u.m.)	-getting (n., u.m.)
stall	about (n., u.m.)	works	-edged (u.m.)	-off (n., u.m.)
-wheel (u.m.)	fly	gastro (c.f.)	head (fish)	goal
frontiersman	wall (duck)	-ornental	tail	keeper
fronto (c.f.)	gaff-topsail	<i>rest one word</i>	gin	mouth (fish)
-occpital	gag	gate	house	post
-orbital	-check (v.)	house	-run (u.m.)	goat
<i>rest one word</i>	#law	keeper	ginger	-bearded (u.m.)
frost	man	leg (u.m.)	#ale	-drunk (u.m.)
bird	root	legged (u.m.)	bread	-eyed (u.m.)
bite	#rule	man	-colored (u.m.)	fish
bound	gage	pin	snap	herd
bow	#block	post	spice	land
fish	line	tender	work	#milk
-free (u.m.)	pin	ward	give	skin
-hardy (u.m.)	gain	way	-and-take (n., u.m.)	stone
-heaving (u.m.)	say	wayman	away (n., u.m.)	sucker (bird)
-killed (u.m.)	sayer	wise	glacio (c.f.)	goat's
lamp	saying	woman	<i>all one word</i>	-hair
line	set	works	glad	-horn
proof	-sharing (u.m.)	gay	-cheered (u.m.)	God
work	speaking	cat	hearted	-conscious (u.m.)
fruit	twist	-colored (u.m.)	-sad	-fearing (u.m.)
cake	galact(o) (c.f.)	#dog	glass	-forsaken (u.m.)
fly	<i>all one word</i>	-looking (u.m.)	blower	-given (u.m.)
grower	gall	gear	blowing	head
growing	bladder	box	cutter	-man
man	fly	case	cutting	-ordained (u.m.)
picker	stone	-driven (u.m.)	-eater	-sent (u.m.)
#shop	galley	fitter	-eyed (u.m.)	-sped (u.m.)
stalk	man	maker	fish	speed
#sugar	#proof (printing)	man	-hard (u.m.)	-taught (u.m.)
time	-west (u.m.)	-operated (u.m.)	house	ward
wise	worm	set	maker	god
woman	galvano (c.f.)	shift	making	child
frying #pan	<i>all one word</i>	wheel	man	daughter
			#paper	father
			ware	head

god —con. hood less like mother parent send ship son sonship wit (bird)	goose —con. rump rumped skin step stepper wing winged gospel like -true (u.m.) gourdhead Government (U.S. or foreign) -in-exile -owned (u.m.) -wide (u.m.) governmentwide (State, city, etc.)	grass —con. quit (bird) roots (nonliteral) widow widower widowhood grave bound clothes digger digging maker making side stead stone ward yard gravel -blind (u.m.) stone gray back (n., u.m.) beard (n.) -clad (u.m.) coat (n.) -eyed (u.m.) fish -haired (u.m.) head -headed (u.m.) #market out (n., u.m.) pate (bird)	green —con. wood (forest) yard greyhound grid iron #leak line griddlecake grill room work grindstone grip man sack wheel gristmill gross -minded (u.m.) #weight grottowork ground bird borne #glass hog man mass nut path plot power #suice -suicer speed #swell time ward wave #water work	gum —con. field -gum lac maker making -saline (n.) shoe gun #barrel bearer boat builder cotton crew deck fight fighter fighting fire flint house (naval) lock maker making man #mount paper pit play point powder power rack -rivet (v.) room runner running shop shot -shy (u.m.) sight smith stock wale gut less string gutta-percha gutter blood -bred (u.m.) man snipe spout gymno (c.f.) <i>all one word</i> gyneco (c.f.) <i>all one word</i> gyro #horizon #mechanism #pelorus plane, compass, etc. <i>as combining form,</i> <i>one word</i>	
gold beater beating bound brick (swindle) #brick (of real gold) -bright (u.m.) -brown (u.m.) bug digger digging #dust field -filled (u.m.) finch finny (fish) fish foil hammer (bird) head (bird) -inlaid (u.m.) leaf maker making plate (v.) -plated (u.m.) -plating (u.m.) #rush smith smithing stone tail (moth) water (liquor) work worker -wrought (u.m.) golden #age eye (bird) -fingered (u.m.) -headed (u.m.) #mean mouthed wing (bird)	granite like ware grant-in-aid grape fruit juice -leaved (u.m.) seed shot skin stalk stone vine graph alloy #paper grapho (c.f.) <i>all one word</i> grass bird #blade -clad (u.m.) -covered (u.m.) cutter flat -green (u.m.) hop hopper land nut plot	great -aunt coat coated -eared (u.m.) -grandchild -granddaughter -grandfather -grandmother -grandson head (duck) -headed (u.m.) heart hearted mouthed -nephew -niece -uncle green back (n., u.m.) backed belt (community) bone (fish) -clad (u.m.) -eyed (u.m.) finch fish gase (plum) gill grocer grocery head (duck) headed hearted horn house keeper keeping -leaved (u.m.) room sand (geology) sick stone (mineral) stuff sword tail (fish) town (community) ware wing (bird) #wood (literal)	grown up (n., u.m.) upness grub #hoe stake guard house line (printing) plate rail room #wire guardsman guess rope warp work guest chamber house room rope guide board book craft line post #rail way #word guided-missile (u.m.) guider-in guinea #fowl #hen #pig gum #arabic boil chewer digger drop	group -connect (v.) #insurance grown up (n., u.m.) upness grub #hoe stake guard house line (printing) plate rail room #wire guardsman guess rope warp work guest chamber house room rope guide board book craft line post #rail way #word guided-missile (u.m.) guider-in guinea #fowl #hen #pig gum #arabic boil chewer digger drop	gut less string gutta-percha gutter blood -bred (u.m.) man snipe spout gymno (c.f.) <i>all one word</i> gyneco (c.f.) <i>all one word</i> gyro #horizon #mechanism #pelorus plane, compass, etc. <i>as combining form,</i> <i>one word</i>
good by #fellow -fellowship -for-nothing (n., u.m.) hearted -looker -looking (u.m.) -natured (u.m.) #will (kindness) will (asset) goose beak (fish) bird bone -cackle #egg -eyed (u.m.) fish flesh -footed (u.m.) herd house mouth neck necked pimples pimply				H -bar -beam -piece H -bomb -hour hack barrow hammer log man saw hag born fish ride (v.) ridden	

hall	half—con.	hand—con.	hard—con.	hay
#fellow	-weekly (u.m.)	mold (v.)	pan	band
stone	wit	off (n., u.m.)	-pressed (u.m.)	bird
storm	-witted (u.m.)	out (n., u.m.)	#rubber	cap
hair	-yearly (u.m.)	pick (v.)	-set (u.m.)	cart
band	hall	picked (v.)	#shell (n.)	cock
bird	boy	post	ship	#fever
breadth	mark	press	spun	field
brush	way	pressman	stand	fork
-check (n.)	ham	print	standing	grower
cloth	shackle	rail	tack	lift
cut (n.)	string	railing	tail (fish)	loft
do	hammer	reading	top (auto)	maker
dresser	bird	saw	#up	making
dressing	cloth	scrape (v.)	ware	market
-fibered (u.m.)	dress (v.)	set	wareman	now
line	-hard (u.m.)	shake	way (beach)	rack
lock	-harden (v.)	shaking	#wheat	rake
pin	-hardened (u.m.)	spade	-won (u.m.)	raker
#raiser	#hardening	spike	wood	rick
#ribbon	head	splice	#work	-scented (u.m.)
space (printing)	headed	split	wrought	seed
splitter	lock	spring	hare	stack
splitting	maker	spun	brain	time
spring	man	-stamp (v.)	brained	ward
stone	proof	stand	foot	wire
streak	smith	stitch	footed	hazel
stroke (printing)	stone	stone	hearted	-eyed (u.m.)
#trigger	#thrower	stroke	hound	nut
work	toe	stuff	lip	he-man
worm	-weld (v.)	-tailored (u.m.)	lipped	head
half	work	tap	-mad (u.m.)	ache
-and-half (n., u.m.)	-wrought (u.m.)	tight	harness	aching
-afraid	hand	tool	maker	achy
-alive	bag	-tooled (u.m.)	-making (u.m.)	band
-angry	ball	-tooling (u.m.)	#race	bander
back (football)	baller	truck	harum-scarum	block
-backed (u.m.)	bank (v.)	wear	harvest	board
-baked (u.m.)	barrow	weave	#lice	cap
beak (fish)	bill	wheel	man	chair
#binding	book	work	time	cheese
blood (n.)	-bound (u.m.)	worked	has-been (n.)	chute
blooded	bow	worker	hash	cloth
-bound (u.m.)	brake	working	house	dress
-bred (u.m.)	breadth	woven	mark	-ender
breed	-built (u.m.)	write (v.)	hat	first
caste	car	writing	band	fish
#cent	-carry (v.)	written	box	foremost
-clear	cart	wrought	brim	frame
cock (v.)	-carve (v.)	handie-talkie	brush	gate
cocked (nonlit- eral)	clap	handlebar	cleaner	gear
-dark	clapping	hang	#hook	house
#day	clasp	back (n.)	maker	hunt
-decked (u.m.)	-clean (v.)	bird	making	hunter
-decker	craft	dog	piece (cap)	hunting
-feed (v.)	crank	fire	pin	lamp
headed	cuff	man	rack	land
hearted	cuffed	nail	rail	ledge
#hour	-cut (v.)	nest (bird)	shop	light
-hourly (u.m.)	#drill	net	stand	lighting
#load	-embroidered (u.m.)	out (n., u.m.)	store	line
-loaded (u.m.)	-fed (v.)	over (n., u.m.)	#tree	liner
-mast	#fishing	worm	hatch	lock
#measure	fold	hanger	man	long
#mile	grasp	-back	way	man
-miler	grip	-on	work	master
-monthly (u.m.)	guard	-up	happy-go-lucky	mistress
#moon	gun	hara-kiri	hara-kiri	mold
#nelson	-high (u.m.)	fish	harbor	most
-on (n., u.m.)	hold	man	master	note
pace	hole	side	#stake	-on (u.m.)
paced	-in-hand (u.m.)	hard	haul	phone
#past	kerchief	-and-fast (u.m.)	about (n., u.m.)	piece
penny	-knit (v.)	back (beetle)	away (n., u.m.)	plate
pennyworth	-knitter	-baked (u.m.)	back (n.)	post
-ripe	laid	-bitten (u.m.)	haulageway	quarters
-shy	-letter (v.)	-boiled (u.m.)	have-not (n., u.m.)	rail
-sole (v.)	#lever	fist (n.)	haversack	reach
#speed	lift (truck)	fisted	hawk	rest
stitch	like	handed	bill	ring
-strength (u.m.)	line	hat (n.)	-billed (u.m.)	room
title	liner	head	-nosed (u.m.)	rope
tone (printing)	made	headed	haws	sail
track	maid	hearted	hole	set
-true	-me-down (n., u.m.)	-hit (u.m.)	#hook	setting (printing)
-truth	mill	-looking (u.m.)	man	shake
way	mix (v.)	mouth (fish)	piece	sill
		mouthed	pipe	skin
				space

head —con.	heavy	hen —con.	high —con.	hold
spin	back	pecked	-up (u.m.)	all (n., u.m.)
spring	-duty (u.m.)	peeking	#water	back (n., u.m.)
stall	-eyed (u.m.)	roost	way	-clear (n., u.m.)
stand	-footed (u.m.)	wife	wayman	down (n., u.m.)
start	handed	woodite	higher-up (n.)	fast (n., u.m.)
stick	beaded	yard	hull	off (n., u.m.)
stock	hearted	hence	billy	out (n., u.m.)
stone	-looking (u.m.)	forth	bird	over (n., u.m.)
stream	-set (u.m.)	forward	#country	up (n., u.m.)
strong	#water	hepato (c.f.)	culture (farming)	upman
strongly	weight (n., u.m.)	<i>all one word</i>	man	holder
#tax	hecto (c.f.)	hepta (c.f.)	sale	-forth
wall	<i>all one word</i>	<i>all one word</i>	salesman	-on
waiter	hedge	here	side	-up
water	born	about	top	hole
way	bound	after	hind	-high (u.m.)
wear	breaker	at	brain	man
wind	hog	by	cast	through
work	hop	from	foremost	hollow
worker	hopper	in	gut (n.)	back (bookbind-
working	maker	inabove	head	ing)
yard	making	inafter	leg	-backed (u.m.)
header-up	making	inbefore	most	-eyed (u.m.)
beal-all (n., u.m.)	pig	into	quarter	facéd
healthcraft	row	of	saddle	-ground (u.m.)
hearing #aid	#trimmer	on	#shank	hearted
heart	heel	to	sight	ware
ache	ball	tofore	wing	holo (c.f.)
aching	band	under	hip	<i>all one word</i>
beat	block	unto	bone	holy
bird	cap	upon	mold	#day
block	fast	with	shot	stone
blood	grip	heroicomic	hippo (c.f.)	tide
bound	#lift	berringbone	<i>all one word</i>	#year
break	maker	hetero (c.f.)	histo (c.f.)	home
breaker	making	-ousia, etc.	<i>all one word</i>	-baked (u.m.)
breaking	pad	<i>rest one word</i>	hit	body
broken	path	hexa (c.f.)	-and-miss (u.m.)	born
burn	piece	<i>all one word</i>	-and-run (u.m.)	bound
burning	plate	hi	-or-miss (u.m.)	bred
deep	post	-fi	hitch	brew
felt	print	jacked	hiker	builder
free (u.m.)	ring	jacker	hiking	building
grief	stay	jacking	hoarfrost	comer
heavy	strap	hide	hoary	coming
land	tap	-and-seeK (n., u.m.)	-haired (u.m.)	craft
leaf	helio (c.f.)	away (n., u.m.)	headed	-fed (u.m.)
-leaved (u.m.)	<i>all one word</i>	bound	hob	felt
line	hell	out (n., u.m.)	goblin	freeze (u.m., v.)
nut	bender	high	nail	freezer
quake	bent	ball	nalled	freezing
seed	bound	binder	naller	front
sick	box (printing)	born	nob	furnishing(s) (n.)
sickening	bred	boy	nobbed	goer
sickness	eat	bred	nobbing	going
sore	-dark (u.m.)	brow (nonliteral)	hobbyhorse	growing
string	diver	-caliber (u.m.)	hockshop	grown
struck	dog	-class (u.m.)	hocus-pocus	keeper
throb	fire	#climber	hod	keeping
-throbbing (u.m.)	hole	flier (n.)	#carrier	land
-weary (u.m.)	hound	flying (u.m.)	man	lander
wood	-red (u.m.)	-foreheaded (u.m.)	hodgepodge	life
hearth	ship	#frequency	hog	like
man	help	handed	back	made
rug	mate	-hat (v.)	-backed (u.m.)	maker
stone	meet	headed	#cholera	making
warming	helter-skelter	hearted	-faced (u.m.)	owner
heat	hem	jinks	fat	ownership
drops	stitch	land (n., u.m.)	fish	owning
maker	stitching	lander	frame	plate
making	hema (c.f.)	#light (literal)	hide	room
proof	<i>all one word</i>	light (nonliteral)	nose (machine)	seeker
#pump	hemato (c.f.)	-minded (u.m.)	-nosed (u.m.)	sick
#rash	<i>all one word</i>	#pass	pen	sickness
-resistant (u.m.)	hemi (pref.)	-power (u.m.)	skin	site
stroke	<i>all one word</i>	-pressure (u.m., v.)	sty	spun
treat (v.)	hemo (c.f.)	-priced (u.m.)	-tie (v.)	stead
-treating (u.m.)	<i>all one word</i>	#proof	tight	steader
#wave	hemp	-reaching (u.m.)	town	stretch
heathland	seed	-rigger (n.)	ward	work
heaven	string	road	worker	woven
-inspired (u.m.)	hen	#school (u.m.)	hog's-back (geol.)	homeo (c.f.)
-sent (u.m.)	bill	#seas	hogshcad	<i>all one word</i>
ward	coop	stepper	hoist	homo
wide	-feathered (u.m.)	stepping	away (n.)	#legalis
heaver	fish	tail (v.)	man	#sapiens
-off	hearted	-tension (u.m.)	way	
-out	house	#tide		
-over				

homo (c.f.) -ousia, etc. <i>rest one word</i>	horn —con. tail tip work	hound —con. man shark	hundred —con. -pounder weight	idle headed -looking (u.m.) -minded (u.m.) #wheel ileo (c.f.) <i>all one word</i>
honey -colored (u.m.) comb combed combing dew dewed drop eater fogle hearted -laden (u.m.) lipped maker making moon moonlight moonstruck mouthed pot sucker sweet	horny handed head (fish)	hour glass #hand #wheel	hunger -mad (u.m.) -worn (u.m.)	ilio (c.f.) <i>all one word</i>
hood cap mold wink winked winking	horse back breaker car cloth craft dealer fair fight fish flesh hair baired head herd hide hoof -hour jockey keeper keeping laugh laughter load man manship meat mint play pond power power-hour power-year pox race racer racing sense shoe shoer tail thief #trade whip whipper woman	house boat bound boy break breaker breaking broken builder building cleaner -cleaning (u.m.) coat dress father fly furnishing(s) (n.) guest hold holder holding keep (v.) keeper keeping line maid man master mate mating mistress mother owner parent pest -raising (u.m.) ridden room smith top wares warming wear wife work wright	hunts man woman husbandman hush -hush #money up (n., u.m.)	ill -advised (u.m.) -being (n.) #blood -born (u.m.) -bred (u.m.) #breeding (n.) -doing (n., u.m.) #fame -fated (u.m.) #health -humored (u.m.) -looking (u.m.) -treat (v.) #usage -use (v.) #will -wisher -wishing (u.m.)
hook ladder maker making man nose -nosed (u.m.) pin smith up (n., u.m.) worm	hood cap mold wink winked winking	how -do-you-do (n.) ever soever	hydro (c.f.) electric, plant, power, etc. #station <i>rest one word</i>	in -and-in (u.m.) -and-out (u.m.) -and-outer -being (adv., u.m.) -flight (u.m.) -law (n.) asmuch, sofar #re, #rem, #situ, etc. (Latin)
hooker -off -on -out -over -up	hoop maker making stick	hub cap -deep (u.m.) maker making	hygro (c.f.) <i>all one word</i>	inch -deep (u.m.) -long (u.m.) meal -pound -ton index-digest
hop about (n., u.m.) off (n., u.m.) scotch toad yard	hop about (n., u.m.) off (n., u.m.) scotch toad yard	human kind like	hypo (pref.) <i>all one word</i>	index -digest
hope #chest	hop about (n., u.m.) off (n., u.m.) scotch toad yard	hum kind like	hystero (c.f.) -oophorectomy -salpingo-oophorectomy <i>rest one word</i>	india #ink #paper #rubber
hopper burn #car dozer man	hook ladder maker making man nose -nosed (u.m.) pin smith up (n., u.m.) worm	humero (c.f.) -olecranal <i>rest one word</i>	I -bar -beam -iron -rail	indigo -blue (u.m.) -carmine (u.m.)
horehound	hooker -off -on -out -over -up	hump back backed -shouldered (u.m.) humpty-dumpty	ice berg bird blind #blindness blink block boat bone bound box breaker breaking cap capped -clad (u.m.) -cold (u.m.) -cooled (u.m.) -covered (u.m.) craft #ream fall field fish #fishing -free (u.m.) house land line maker making man pack plant plow quake #shelf ¹ #storm #water work	Indo (c.f.) china ² -European, etc.
hormono (c.f.) <i>all one word</i>	hoop maker making stick	hunch back backed	ichthyo (c.f.) <i>all one word</i>	industrywide infra (pref.) -anal -auricular -axillary -esophageal -umbilical <i>rest one word</i>
horn bill blende blower book -eyed (u.m.) pipe stay stone	hook ladder maker making man nose -nosed (u.m.) pin smith up (n., u.m.) worm	hundred fold -legged (u.m.) -percent	ideo (c.f.) -unit <i>rest one word</i>	ingot #iron maker man inguino (c.f.) <i>all one word</i>
	hooker -off -on -out -over -up			ink -black (u.m.) fish holder maker making mill mixer pot slinger spot -spotted (u.m.) stain stand stone

¹ See note on p. 111.² Decision of U.S. Board on Geographic Names.

ink—con. well writer	J-bolt jack ass bird box fish hammer head -in-the-box knife light line man -of-all-trades -o'-lantern -plane (v.) pot rabbit screw shaft snipe stay straw tar #towel yard yarder	jib—con. man -o-jib stay jig -a-jig back -drill (v.) man saw sawed sawing job holder #lot man #press #printer seeker #shop site #ticket #type work joggle #piece work joint maker #owner joke book smith joulemeter journey man work Joy hop killer ride stick jukebox jump master off (n., u.m.) rock jungle -clad (u.m.) -covered (u.m.) side junk board #dealer man yard jury #box #fixer -fixing (u.m.) man -rigged (u.m.) woman juxta (c.f.) -ampullar -articular rest one word	kerato (c.f.) all one word kettle drum drummer stitch key board bolt #drawing (printing) holder hole lock man note noter ring seat seater smith stone stop way word work worker kick about (n., u.m.) back (n., u.m.) -in (n., u.m.) off (n., u.m.) out (n., u.m.) up (n., u.m.) kid #point skin kill deer (bird) devil joy time (n., u.m.) killn -dry (v.) eye hole man rib stick tree kilo (pref.) gram-meter volt-ampere watt-hour rest one word kind heart hearted king bird bolt #crab craft fish fisher head hood hunter like maker making piece pin #post kins folk man people woman kiss-off (n., u.m.) kitchen maid man #servant ware wife work kite flier flying	kittenhearted Klans man woman knap sack sacked sacking knee -braced (u.m.) brush cap -deep (u.m.) #halter -high (u.m.) hole #jerk pad pan piece stone strap knick knack point knife board #edge #grinder like man smith way knight -errant head hood knit back #goods wear work knob kerrie #lock stick stone knock about (n., u.m.) away (n., u.m.) down (n., u.m.) -knee (n.) -kneed (u.m.) oif (n., u.m.) -on (n., u.m.) out (n., u.m.) stone up (n., u.m.) knocker -oif -up knout hole horn work know -all (n., u.m.) -how (n., u.m.) -it-all (n., u.m.) -little (n., u.m.) -nothing (n., u.m.) knuckle bone -deep (u.m.) #duster -kneed (u.m.) Ku #Klux #Klan
iron #age back bound -braced (u.m.) #casing clad fisted -free (u.m.) handed hard headed hearted like -lined (u.m.) #lung maker making man master mold monger -red (u.m.) shod shot (mineral) (u.m.) #shot (golf) side sided smith stone ware work worked worker working works ironer-up island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis rest one word ivory board bound -tinted (u.m.) #tower type (photog.) -white (u.m.) ivy bound -clad (u.m.) -covered (u.m.)	jail bird house jam nut pack packed jaw bone breaker breaking fish foot -locked (u.m.) smith twister jay hawk hawker walk walker walking jelly bean fish roll jerk #pump water jerry -build (v.) builder -built (u.m.) jestbook jet #airliner #airplane black (u.m.) #bomber liner plane power -powered (u.m.) prop -propelled (u.m.) #propulsion stream ware wash jew bird fish stone jewel -bright (u.m.) house -studded (u.m.) jew's-harp jib head headed header	keep sake worthy kelp fish ware	L -bar -beam -block -square labio (c.f.) all one word labor saving #union	

lace bug -edged (u.m.) #edging maker making man #paper piece wing (insect) -winged (u.m.) woman work worked worker	land—con. -grant (u.m.) holder holding #horse lady line locked look looker lord lubber man mark mass #measure mine #office owner ownership owning plane -poor (u.m.) power right scape sick side site slide slip #snail spout storm #tax #taxer ward wash wire wrack yard	latero (c.f.) <i>all one word</i> lath -backed (u.m.) maker work lathe -bore (v.) man latter -day (u.m.) most lattice #stitch work laughing #gas stock laundry maid man owner #room woman law -abiding (u.m.) book breaker breaking #court craft -fettered (u.m.) giver giving maker making #office proof suit suiting lawnmower lay away (n., u.m.) back (n., u.m.) boy -by (n.) down (n., u.m.) man -minded (u.m.) off (n., u.m.) on (n., u.m.) out (n., u.m.) over (n., u.m.) up (n., u.m.) woman layer -on -out -over -up lazy bird bones boots #guy #jack legs lead -burn (v.) -filled (u.m.) -gray (u.m.) -in (n., u.m.) line #line (med., naut. only) man off (n., u.m.) out (n., u.m.) #pencil time way work leaden -eyed (u.m.) hearted pated -souled (u.m.)	leader #line work leaf boy bud bug -clad (u.m.) -eating (u.m.) girl hopper #mold -red (u.m.) -shaped (u.m.) stalk work lean -faced (u.m.) -looking (u.m.) -to (n., u.m.) leap frog frogger frogging #year lease back (n., u.m.) hold holder holding leather back -backed (u.m.) board -bound (u.m.) -brown (u.m.) -covered (u.m.) craft fish head headed maker making neck side ware wing work worker working leavetaking lee #anchor board -bow (v.) fang #shore #tide ward way #wbeel leech eater #rope left -bank (v.) -hand (u.m.) -handed (u.m.) -handr most over (n., u.m.) -sided (u.m.) ward wing (political) winger (political) wingism (politi- cal) leg band banding piece puller pulling rope (v.) work lend-lease (allmean- ings)	length ways wise lepto (c.f.) <i>all one word</i> let down (n., u.m.) off (n., u.m.) up (n., u.m.) letter bound box #carrier drop gram head #paper -perfect (u.m.) press space spaced spacing writer writing leuc(o) (c.f.) <i>all one word</i> level headed #line liberal #arts -minded (u.m.) lieutenant #colonel -colonelcy #governor -governorship life belt blood boat boatman #buoy drop #everlasting float giver guard hold holder jacket like line long #mask #net raft #rate ring saver saving -size (u.m.) -sized (u.m.) span spring stream tide time timer vest weary (u.m.) work lift-off (n., u.m.) light -armed (u.m.) borne brained #buoy -clad (u.m.) -colored (u.m.) -drab (u.m.) -draft (u.m.) face (printing) faced -footed (u.m.) handed headed hearted
---	--	--	--	--

light —con.	live —con.	long —con.	low —con.	mail
house	#wire	head (n.)	#tide	bag
house #keeping	wire (nonliteral)	headed	#water	box
(nautical)	liver	horn (cattle)	cased (printing)	clad
#housekeeping	-brown (u.m.)	-horned (u.m.)	case (printing)	guard
(domestic)	-colored (u.m.)	jaw (fish)	cased (printing)	man
houseman	hearted	#jump	#class	-order (u.m.)
keeper	wurst	leaf	classman	plane
man	living #room	-leaved (u.m.)	#deck	pouch
mouthed	load	-legged (u.m.)	#grade	room
proof	#displacement	legs (n.)	most	truck
-producing (u.m.)	line	-lived (u.m.)	#world	main
room (navigation)	master	#measure	lug	#brace
ship	meter	mouthed	holt	land
-struck (u.m.)	loan	neck (duck)	mark	lander
weight (n., u.m.)	monger	-necked (u.m.)	#rig	mast
wood	word	nose (n.)	sail	pin
-year	lob	-nosed (u.m.)	lukewarm	sail
lighter	fig	-past (u.m.)	lumber	sheet
man	lolly	play (records)	jack	spring
-than-air (u.m.)	tail	playing (records)	man	stay
like	lobster	(u.m.)	#room	stream (nonlit-
-looking (u.m.)	#pot	run (u.m.)	yard	eral)
-minded (u.m.)	proof	shoreman	lumbo (c.f.)	top
wise	-tailed (u.m.)	spun	-ovarian	topman
lily	lock	spur (bird)	<i>rest one word</i>	topmast
banded	box	standing (u.m.)	lumen-hour	#yard
-shaped (u.m.)	fast	stitch	lump	maize
-white (u.m.)	hole	tail	fish	bird
lime	jaw	time (u.m.)	sucker	-eater (bird)
house	maker	#ton	lunchroom	major
juice	making	wave (radio)	lung	-domo
juicer	man	ways	#fever	#general
kiln	nut	wise	fish	#key
light	out (n., u.m.)	wool (sheep)	-grown (u.m.)	#league
llghter	pin	work	motor	-leaguer
pit	#pouch	look	worm	-minor
quat	ring	down (n., u.m.)	lying-in (n., u.m.)	make
stone	smith	-in (n., u.m.)	lyre	-believe (n., u.m.)
wash	step	out (n., u.m.)	bird	fast (n.)
water	stitch	over (n., u.m.)	man	ready (printing)
linch	up (n., u.m.)	through (n., u.m.)	tail	shift
bolt	washer	looker-on	-talled (u.m.)	up (n., u.m.)
pin	work	loop	M-day	weight
plinned	locker	hole	mace	major
line	man	#knot	bearer	-off
-bred (u.m.)	#room	stitch	#oil	-up
-breed (v.)	lode	work	machine	making #up
casting	star	loose	-finished (u.m.)	mal (c.f.)
cut (printing)	stone	leaf (u.m.)	gun	<i>oil one word</i>
#engraving	stuff	mouthed	-hour	man
finder	lodginghouse	-tongued (u.m.)	-made (u.m.)	back
man	log	lop	man	bird
up (n., u.m.)	book	-eared (u.m.)	#shop	-child
walker	cock (bird)	sided	#stitch	-created (u.m.)
work	jam	loud	#work	-day
link	line	mouthed	macro (c.f.)	eater
#motion	man	speaker (radio)	<i>all one word</i>	-fashion (u.m.)
work	roll	-voiced (u.m.)	mad	-grown (u.m.)
lion	rolled	love	brain	handle
-bold (u.m.)	roller	bird	brained	handled
-headed (u.m.)	rolling	born	cap	hater
heart	wood	-inspired (u.m.)	house	-high (u.m.)
hearted	work	#knot	man	hole
like	logger	lorn	stone	hood
-maned (u.m.)	head	maker	woman	-hour
proof	headed	making	made	keeper (bird)
lip	logo (c.f.)	mate	brain	killer
read	<i>all one word</i>	proof	over (u.m.)	killing
reader	long	seat	-up (u.m.)	kind
reading	#ago	sick	magnetite	like
service	-awaited (u.m.)	sickness	-basalt	made (u.m.)
stick	heard (n.)	worthy	-olivinite	-minute
work	-hearded (u.m.)	low	-spinnelite	-of-war (ship)
listener-in	bill (bird)	born	macro (c.f.)	power
litho (c.f.)	-hilled (u.m.)	boy	-optics	rope
-offset	boat	bred	<i>rest one word</i>	servant
<i>rest one word</i>	borne	brow (nonliteral)	mahjong	-size (u.m.)
littermate	bow	browed (nonlit-	maid	slaughter
litter	cloth	eral)	#of #honor	slayer
-known (u.m.)	-distance (u.m.)	-built (u.m.)	servant	slaying
neck (clam)	-drawn (u.m.)	down (n., u.m.)	maiden	stealer
-used (u.m.)	felt	-downer	hair	stealing
live	fin (fish)	#frequency	head	stopper
#load	hair (n.)	land (n., u.m.)	hood	stopping
long	-haired (u.m.)	-lived (u.m.)	#name	trap
#matter	hand (nonliteral)	-lying (u.m.)		ward
stock	-handed (u.m.)	-power (u.m.)		way
#weight	-handled (u.m.)	-pressure (u.m.)		

man —con. wise -woman -year manic-depressive	match —con. making mark safe stick wood	merry —con. making man meeting -minded (u.m.) wing (duck)	mile -long (u.m.) -ohm post -pound stone -ton way -wide (u.m.) militiaman	mirror -faced (u.m.) scope mirthmaking mis (pref.) <i>all one word</i>
mantel piece shelf tree	May #Day -day pole tide time	mesh bag #knot work	milk -fed (u.m.) #fever fish head house maid man #run shako shed shop sick sickness sop stone -white (u.m.)	mischief maker making
many -colored (u.m.) fold -folded (u.m.) plies -sided (u.m.)	may be (adv.) beetle bird day (radio) fish fowl hap meadow land lark	meso (c.f.) <i>all one word</i>	mill board cake course dam feed band -headed (u.m.) #hole house man owner pond post race ring #run site stock stone stream tail #tax ward #wheel work worker wright	missile maker man work
map land maker making reader reading tack wise	meal man time	meta (pref.) <i>all one word</i>	min -box -lock (v.)	mist bow -clad (u.m.) -covered (u.m.) fall
marble head hearted -looking (u.m.) -topped (u.m.) -white (u.m.)	mealy bug mouth mouthed	metal ammonium bound -clad (u.m.) -coated (u.m.) craft -lined (u.m.) ware work worker working works	miter #mix blood up (n.) mixing #room	mitten mast mastman topman
mare's -nest -tail	mean -acting (u.m.) -spirited (u.m.) time (meanwhile) #time (astronomi- cal) tone (u.m.) while	meter -amperes #angle gram -kilogram -kilogram-second man -millimeter	mock bird -heroic (u.m.) #turtle up (n., u.m.) mock-up mocking bird stock -up (u.m.)	model maker making
mark down (n., u.m.) man off (n., u.m.) shot up (n., u.m.)	meat ball bird cutter -eater -fed (u.m.) hook -hungry (u.m.) man packer packing works	metro (c.f.) <i>all one word</i>	mold board made (u.m.)	mole catcher catching -eyed (u.m.) head heap hill skin
marker -down -off -up marketplace	mechanic (c.f.) <i>all one word</i>	mezzo graph relievo soprano tint tinter	mon bag box changer changing getter getting grubber grubbing lender lending -mad (u.m.) maker making monger mongering	money #order saver saving
marks man manship woman	medico (c.f.) <i>all one word</i>	micro (c.f.) -organism <i>rest one word</i>	mill (c.f.) gram-hour <i>rest one word</i>	monkey -faced (u.m.) #jacket like nut pod pot shine tail
marrowbone	medio (c.f.) <i>all one word</i>	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>	mince meat #pie mind #healer -healing (u.m.) reader reading sight	monk bird craft fish
marsh buck field land mallow (confec- tion)	medium -brown (u.m.) #frequency -size(d) (u.m.) weight (n., u.m.)	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>	mine field layer owner #run ship sweeper sweeping swept (u.m.) thrower work worker works	monkey -faced (u.m.) #jacket like nut pod pot shine tail
mallo (confec- tion)	meek -eyed (u.m.) hearted -spirited (u.m.) meetinghouse	meat (c.f.) <i>all one word</i>	minute #book #hand man #mark	mono (c.f.) -ideistic -lodo
mallo (plant)	melon grower -laden (u.m.) like monger -shaped (u.m.)	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		
masonwork	melt down (n., u.m.) #water	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		
mass -minded (u.m.) -produce (v.)	men folk kind	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		
mast -brown (u.m.) head man	meningo (c.f.) <i>all one word</i>	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		
master #at #arms #bedroom #key #nap #mason mind #of #ceremonies piece ship #stroke work #workman	merchant like man #ship (vessel)	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		
mat board -covered (u.m.) maker making	merch like man #ship (vessel)	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		
match board book box #joint -lined (u.m.) maker	merry -go-round	maid (c.f.) -American, etc. -April -dish -ice -1958 -Pacific, etc. -Victorian, etc. <i>rest one word</i>		

mono —con.	moss —con.	mud —con.	nail —con.	nerve —con.
-iodohydrin	-grown (u.m.)	cap	sick	#cell
-ion	head	#color	smith	-celled (u.m.)
-ousian	-lined (u.m.)	-colored (u.m.)	-studded (u.m.)	-racked (u.m.)
<i>rest one word</i>	most-favored-nation	fish	name	net
month	(u.m.)	flat	board	ball
-end (u.m.)	moth	flow	-calling (u.m.)	braider
long (u.m.)	ball	guard	-dropping (u.m.)	fish
moon	balled	head	plate	maker
beam	balling	hole	shake	making
bill	-eaten (u.m.)	house	naptime	man
blind	hole	land	narco (c.f.)	-veined (u.m.)
#blindness	proof	lark	<i>all one word</i>	work
blink	mother	sill	narrow	#worth
born	hood	skipper (fish)	#gaze	nettle
-bright (u.m.)	-in-law	slinger	headed	bird
caif	land	slinging	hearted	fire
down (n.)	#lode	-splashed (u.m.)	heartedness	foot
eye	-of-pearl	stain	-mouthed (u.m.)	#rash
eyed	#ship	stained	minded	some
face	moto (c.f.)	stone	naso (c.f.)	neuro (c.f.)
faced	<i>all one word</i>	sucker	-occipital	<i>all one word</i>
fish	motor	track	-orbital	never
gazing	hike	#turtle	<i>rest one word</i>	-ending (u.m.)
glow	boat	muddle	nationwide	more
head	bus	head	native-born (u.m.)	theless
light	cab	headed	nature	new
lighter	cade	muddy	craft	born
lit	car	brained	#print	comer
-mad (u.m.)	#court	breast (bird)	navy	-created (u.m.)
man	cycle	headed	-blue (u.m.)	fangled
path	cyclist	mule	man	-fashioned (u.m.)
rise	-driven (u.m.)	back	woman	-front (v.)
sail	drome	#deer	near	#look
set	jet	man	-acquainted (u.m.)	-made (u.m.)
shade	#lifeboat	skinner	-bordering (u.m.)	market (coat)
shine	man	multi (c.f.)	by	-mown (u.m.)
shincr	-minded (u.m.)	<i>all one word</i>	-miss	-rich (u.m.)
shiuing	ship	multiple-purpose	sight	newlywed
shot	#torpedo #boat	(u.m.)	sighted	news
sick	truck	muscle	neatline	boat
stone	van	bound	neat's-foot (u.m.)	boy
stricken	way	maker	neck	case
struck	mound	making	band	cast
tide	builder	power	-breaking (u.m.)	caster
walker	building	music	cloth	casting
walking	maker	-mad (u.m.)	-deep (u.m.)	dealer
-white (u.m.)	making	maker	fast	#editor
moor	work	making	guard	-greedy (u.m.)
ball	mountain	room	-high (u.m.)	letter
bird	-high (u.m.)	musico (c.f.)	hole	making
fowl	side	<i>all one word</i>	lace	man
#hen	top	musk	laced	paper
tetter (bird)	-walled (u.m.)	#deer	line	paperboy
moose	mouse	#hog	mold	paperman
bird	bird	melon	piece	paperwoman
call	-brown (u.m.)	#ox	tie	paper #worker
mop	-eared (u.m.)	rat	wear	print
board	-eaten (u.m.)	mutton	necro (c.f.)	reader
head	fish	bird	<i>all one word</i>	reel
headed	hawk	#chop (meat)	needle	room
stick	hole	chop (shape)	bill	sheet
up (n., u.m.)	proof	fish	caso	stand
mopper-up	trap	fist	fish	teller
mopping-up (u.m.)	mouth	head	-made (u.m.)	worthy
moreover	breeder (fish)	headed	maker	writer
morning	-filling (u.m.)	#quad (printing)	making	writing
#sickness	-made (u.m.)	myria (c.f.)	man	nick
#star	piece	<i>all one word</i>	point	-eared (u.m.)
tide	wash	mytho (c.f.)	pointed	name
#watch	movie	<i>all one word</i>	proof	nickel
mortar	goer	myxo (c.f.)	-shaped (u.m.)	plate (v.)
board	land	<i>all one word</i>	-sharp (u.m.)	-plated (u.m.)
ware	maker	nail	stone	-plating (u.m.)
mortgage	making	bin	#trade	type
#bond	mow	brush	woman	night
holder	burn	burnt	work	-black (u.m.)
mosquito	land	head	worked	#blindness
#boat	muck	-headed (u.m.)	worker	cap
#fleet	rake (v.)	#hole	ne'er-do-well	capped
-free (u.m.)	raker	maker	neo (c.f.)	-clad (u.m.)
#net	sweat	making	-Greek, Syriac, etc	clothes
moss	muco (c.f.)	print	<i>rest one word</i>	club
back	<i>all one word</i>	proof	nepbro (c.f.)	dress
backed	mud	puller	<i>all one word</i>	#editor
bound	bank	rod	nerve	fall
bunker (fish)	bath	-shaped (u.m.)	ache	fish
-clad (u.m.)	boat	shop	#block	flit (bird)
-green (u.m.)				

night —con. -fly (aviation) (v.) -flying (u.m.) fowl gown -grown (u.m.) hawk #letter long (u.m.) man mare #school shade #shift shirt side tide time -veiled (u.m.) walker walking ward #watch #watchman wear work worker	noon day light tide time north borne bound -central (u.m.) east east-bound (u.m.) easter eastern #end going land light most -northeast #shore #side -sider ward west-bound (u.m.) nose bag bleed bone dive down (n., u.m.) gay guard -high (u.m.) hole -led (u.m.) over (n., u.m.) piece pipe ring -thumbing (u.m.) up (n., u.m.) wheel notch board wing (moth) note book head holder #paper worthy notwithstanding novel craft maker making #reader -reading (u.m.) #writer -writing (u.m.) nucleo (c.f.) <i>all one word</i> num bird #buoy nurse girl hound (fish) maid nursery maid man #school nut breaker -brown (u.m.) cake #coal cracker #dash (printing) hatch hook pecker pick #quadr (printing) -shaped (u.m.) shell sweet	oak -beamed (u.m.) -clad (u.m.) -green (u.m.) #leaf -leaved (u.m.) wood (color) oar fish -footed (u.m.) lock oars man woman oat bin cake -fed (u.m.) field land meal seed oath bound breaker worthy oblong -elliptic (u.m.) -leaved (u.m.) -linear (u.m.) -ovate (u.m.) -shaped (u.m.) -triangular (u.m.) occipito (c.f.) -otic <i>rest one word</i> ocean -born (u.m.) borne bound -girdled (u.m.) going side -spanning (u.m.) #trade wide wise octo (c.f.) <i>all one word</i> odd -jobber -jobman -looking (u.m.) #lot man (arbiter) #number -numbered (u.m.) woman off -and-on (u.m.) beat cast center (u.m.) color (u.m.) -colored (u.m.) cut (printing) day -fall (v.) -flavor (n., u.m.) -flow -go (n.) going grade hand handed look -lying (u.m.) peak print put -reckoning (n.) saddle scape scour scouring scum set shoot	off —con. shore side -sorts (n.) spring stage street take -the-record (u.m.) type ward -wheel (n.) -wheeler (n.) -white (u.m.) #year office #boy holder seeker -seeking (u.m.) worker oftimes ohm -ammeter meter -mile oil bird #burner cake can cloth coat cup -driven (u.m.) -fed (u.m.) field fish -forming (u.m.) -harden (v.) hole man meal paper proof proofing seed #shale skin skinned -soaked (u.m.) stone stove -temper (v.) tight tightness way #well old -fashioned (u.m.) -foggy (u.m.) -growing (u.m.) hearted land (geol.) -looking (u.m.) #maid -maidish (u.m.) #man -new #rose style (printing) time (u.m.) time wife (fish) #woman -young oleo #butter #gear #oil #strut <i>as combining form, one word</i> olive -brown (u.m.) -clad (u.m.) -drab (u.m.) -growing (u.m.)	olive —con. #oil -skinned (u.m.) wood #wood (color) omni (c.f.) -ignorant <i>rest one word</i> on -and-off (n., u.m.) -go (n.) <i>as noun and ad- jective, one word</i> once -over (n.) -run (u.m.) one -acter -armed (u.m.) -decker -eyed (u.m.) fold -half -handed (u.m.) ness -piece (u.m.) self -sided (u.m.) -sidedness signed (u.m.) -step (dance) -striper time (formerly) (u.m.) -time (one action) (u.m.) -two -two-three -way (u.m.) onion peel skin open -air (u.m.) -armed (u.m.) -back (u.m.) -backed (u.m.) band (yarn) beak (bird) bill (bird) cast cut (mining) #door #end -faced (u.m.) handed handedly handedness hearted #house minded mouthed #pit #shop -side (u.m.) -sided (u.m.) work worked opera goer going #house ophthalmo (c.f.) <i>all one word</i> orange ade bird blossom -colored (u.m.) grower man peel #pekoe -red (u.m.) stick woman wood
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as prefix, one word
none
such
theless

orchard #house land man orderly #room organ bird #grinder maker #pipe organo (c.f.) <i>all one word</i> ornitho (c.f.) <i>all one word</i> orrisroot ortho (c.f.) <i>all one word</i> osteo (c.f.) <i>all one word</i> other wise #world worldliness worldly oto (c.f.) <i>all one word</i> out -and-out (u.m.) -and-outer (n.) -loud (u.m.) -Machiavelli, etc. -of-date (u.m.) -of-door(s) (u.m.) -of-State (u.m.) -of-the-way (u.m.) -to-out (u.m.) <i>as prefix, one word</i> outer #man most wear outward -bound (u.m.) -boulder ovate -acuminate (u.m.) -oblong (u.m.) ovato (c.f.) -oblong -orbicular <i>rest one word</i> oven baked bird dried dry drying man peel stone ware wise over age (surplus) age (older) (n., u.m.) all (all meanings) -the-counter (u.m.) <i>as combining form, one word</i> owl #ear -eyed (u.m.) head (bird) light wide ox bird biter blood (color) bow boy brake cart cheek eye -eyed (u.m.) gall harrow	ox—con. hide horn house like man shoe skin tail #team oxy (c.f.) <i>all one word</i> oyster bed bird #catcher (bird) #crab fish house man root seed shell -white (u.m.) woman pace board maker making #setter -setting (u.m.) pachy (c.f.) <i>all one word</i> pack board builder cloth horse house #ice -laden (u.m.) maker making man plane sack saddle staff thread up (n., u.m.) ware way packing #box house pad cloth lock #saw stone tree paddle #beam #box fish foot #wheel page -for-page (u.m.) #proof (printing) painless pains taker taking worthy paint box brush #filler maker making mixer pot room -stained (u.m.) work	pale belly -blue (u.m.) breast (bird) buck -cheeked (u.m.) face (n.) -faced (u.m.) hearted -looking (u.m.) -reddish (u.m.) paleo (c.f.) -Christian, etc. <i>rest one word</i> pallbearer palm -green (u.m.) #leaf #oil -shaded (u.m.) wise palmi (c.f.) <i>all one word</i> pan -American, etc. -broil (v.) #ice <i>rest one word</i> Pan #American Union (official name) hellenic panel board -lined (u.m.) work panic proof -stricken (u.m.) panto (c.f.) <i>all one word</i> pantry man woman paper back (n.) backed board(s) bound boy cutter hanger hanging maker making mill mouth (fish) #pulp shell (n., u.m.) -shelled (u.m.) -thin (u.m.) weight -white (u.m.) work paper #mache para (c.f. or pref.) -aminobenzoic -analgesia -anesthesia #red <i>rest one word</i> parcel #carrier -plate (v.) #post parchment -covered (u.m.) #maker -making (u.m.) #paper parieto (c.f.) -occipital <i>rest one word</i> parimutuel park #forest way work	parlor #car maid part -finished (u.m.) #owner -time (u.m.) -timer #way parti (c.f.) <i>all one word</i> party #line making #wall parvi (c.f.) <i>all one word</i> pass back (n.) book key man out (n., u.m.) over port way word passageway passenger #car -mile passer(s)-by passion -driven (u.m.) -feeding (u.m.) -filled (u.m.) #play paste board down (n., u.m.) pot up (n., u.m.) pastry #cook man pastureland patch head (bird) #test word work patent-in-fee path breaker finder finding way patho (c.f.) <i>all one word</i> patri (c.f.) <i>all one word</i> patrol man #wagon work pattern maker making patty cake #shell pawn broker shop pay back (n., u.m.) check day dirt #envelope load master mistress off (n., u.m.) out (n., u.m.) roll sheet pea bird chick	pea—con. #coal coat cock cod field fowl -green (u.m.) hen jacket like nut shooter -sized (u.m.) #soup stick sticking peace -blessed (u.m.) breaker breaking -loving (u.m.) maker making man monger mongering #pipe time peach bloom blow -colored (u.m.) peakload pear #age -shaped (u.m.) pearl bird -eyed (u.m.) fish fisher fishing -pure (u.m.) -set (u.m.) #shell sides (fish) -studded (u.m.) -white (u.m.) peat house land man -roofed (u.m.) stack pebble hearted -paved (u.m.) stone -strewn (u.m.) ware peel man off (n., u.m.) peep eye hole show sight peg board box leg man pellmell pen -cancel (v.) craft head holder knife maker making man manship master #name point pusher
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pen —con. rack script -shaped (u.m.) #sketch stock tail trough wiper woman work worker	phase meter out (n., u.m.) -wound (u.m.) pheno (c.f.) <i>all one word</i> philo (c.f.) -French, etc. <i>rest one word</i> phlebo (c.f.) <i>all one word</i> phono (c.f.) <i>all one word</i> phospho (c.f.) <i>all one word</i> photo (c.f.) -offset -oxidation -oxidative <i>rest one word</i> phreno (c.f.) <i>all one word</i> phrase book maker making man mark (music) monger phylo (c.f.) <i>all one word</i> phylo (c.f.) <i>all one word</i> physico (c.f.) <i>all one word</i> physio (c.f.) <i>all one word</i> phyto (c.f.) <i>all one word</i> piano forte graph player pick aback ax #clock lock man -me-up (n., u.m.) off (n., u.m.) over (n., u.m.) pocket pole shaft smith up (n., u.m.) work picker-up picket boat #line pickle -cured (u.m.) man worm picture #book craft maker making #writing pie bald crust -eater -eyed (u.m.) house maker making man marker #meat pan plant #plate shop -stuffed (u.m.)	pie —con. #tin woman piece -dye (v.) #goods meal mold #rate work worker pier #dam drop head #table piezo (c.f.) -oscillator <i>rest one word</i> pig -back (v.) -backed (u.m.) #bed -bellied (u.m.) belly -eyed (u.m.) face -faced (u.m.) fish foot -footed (u.m.) head headed herd #iron -jump (v.) -jumper #lead maker making man pen root skin stick sticker sticking sty tail tailed tight #tin wash yard pigeon #blood #breast gram hearted hole holed holer holing -livered (u.m.) man tail -toed (u.m.) wing piggyback pike -eyed (u.m.) man staff tail pile driver -driving (u.m.) hammer #saw up (n., u.m.) #weave work worm woven pill box (military) bug maker making	pill —con. -rolling (u.m.) -taking (u.m.) worm pillow case made slip work pilot #boat #burner #chart house house #light man #pin pin ball block bone boy case cushion -eyed (u.m.) fall feather fire fish fold folding #gear head headed hold hole hook lock maker making paper point prick proof rail setter spot stripe tail -tailed (u.m.) up (n., u.m.) #valve wheel -wing (v.) work pinch back bar beck cock fist gut -hit (v.) -hitter penny pine apple -bearing (u.m.) -clad (u.m.) #cone -fringed (u.m.) land #needle #oil -shaded (u.m.) #tar wood(s) pink -blossomed (u.m.) eye (n.) -eyed (u.m.) fish foot -footed (u.m.) #violet pipe #ashes #clay -drawn (u.m.)	pipe —con. dream dreamer dreaming fish fitter fitting layer laying line lined lining maker making man mouth (fish) -shaped (u.m.) stem stone walker work pisci (c.f.) <i>all one word</i> pistol gram graph proof piston head #pin #rod #valve pit bird #coal -eyed (u.m.) fall head -headed (u.m.) hole maker making man mark -marked (u.m.) #prop -rotted (u.m.) saw side work pitch -black (u.m.) blende #box -colored (u.m.) -dark (u.m.) #darkness fork hole -lined (u.m.) man -marked (u.m.) out (n., u.m.) over (n., u.m.) #pipe stone under (n., u.m.) up (n., u.m.) work place card kick maker making man plague -infested (u.m.) proof plain back (fabric) -bodied (u.m.) -clothed (u.m.) clothes (u.m.) clothesman -headed (u.m.) hearted -looking (u.m.) -spoken (u.m.) tail
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plain —con.	pleasure —con.	pole	port —con.	poultry
ward	-tired (u.m.)	arm	sider	#house
work	-weary (u.m.)	-armed (u.m.)	#wine	#keeper
woven (u.m.)	pledge	ax	porterhouse	-keeping (u.m.)
plane	bound	axer	post	man
#curve	-free (u.m.)	burn	#auger	#raiser
load	making	cat	#bellum	-raising (u.m.)
-mile	pleo (c.f.)	-dried (u.m.)	#bill	#yard
-parallel (u.m.)	<i>all one word</i>	horse	#binder	pond
table (surveying)	pleuro (c.f.)	#jump	#boat	cake
plani (c.f.)	<i>all one word</i>	man	#brake	-foot
<i>all one word</i>	plow	-pile (v.)	#captain	-foolish (u.m.)
plano (c.f.)	back (n., u.m.)	#rot	#card	keeper
<i>all one word</i>	boy	setter	#cedar	man
plant	-bred (u.m.)	-shaped (u.m.)	#chaise	master
#food	fish	-stack (v.)	#chariot	stone
house	hand	star	-Christian, etc.	worth
life	horse	trap	#coach	powder
wide	land	timber	#croaker (fish)	-blue (u.m.)
plaster	line	-vault (v.)	#day	box
bill (bird)	maker	#vaulter	#diem	#flag
board	making	ward	#flag	#flask
work	man	wood	-free (u.m.)	#horn
plat	pan	police	haste	#house
band	point	#dog	#horn	#keg
book	-shaped (u.m.)	#mau	#horse	maker
plate	share	woman	#hospital (military)	making
#glass	shoe	policy	#insulator	man
holder	staff	holder	#locust	#mill
-incased (u.m.)	#tail	maker	#meridiem	#puff
layer	wise	making	#mortem	#room
maker	woman	#racket	m o r t e m (n o n -	-scorched (u.m.)
making	wright	politico (c.f.)	l i t e r a l)	power
man	plug	-orthodox	#note	boat
mark	board	<i>rest one word</i>	#oak	dive
#press	#fuse	poll	#obit	-driven (u.m.)
#printing	hole	book	#octavo	house
#proof (printing)	-in (n., u.m.)	#parrot	#office	line
-roll (v.)	man	#tax	#partum	load
-rolled (u.m.)	tray	polo	#race	#loom
way	-ugly (n., u.m.)	#coat	#road	-operated (u.m.)
#wheel	plumblin	#shirt	#route	pack
work	plume	poly (c.f.)	#school (military)	plant
worker	-crowned (u.m.)	<i>all one word</i>	#term	saw
platy (c.f.)	maker	pond	#town	#shovel
<i>all one word</i>	making	fish	#trader	site
play	pluri (c.f.)	man	audit, graduate,	prairie
-act (v.)	<i>all one word</i>	pool	etc.	#chicken
back (n., u.m.)	pluto (c.f.)	room	<i>as prefix, one word</i>	#dog
bill	<i>all one word</i>	#table	pot	#schooner
book	pneumato (c.f.)	poor	ash	praise
box	-hydato-genetic	-blooded (u.m.)	bellied	-deserving (u.m.)
boy	(u.m.)	farm	belly	-spoiled (u.m.)
broker	<i>rest one word</i>	house	boil	worthiness
craftsman	pneumo (c.f.)	-spirited (u.m.)	boiled	worthy
day	<i>all one word</i>	will (bird)	boiler	pre (pref.)
down (n., u.m.)	pock	pop	bound	-Incan, etc.
fellow	house	corn	#cheese	audit, existing,
field	mark	eye	#clay	etc.
folk	-marked (u.m.)	eyed	#color	<i>rest one word</i>
goer	-pit (v.)	gun	eye	president
going	pocket	over (n.)	hanger	-elect
ground	#battleship	-up (n., u.m.)	head	#pro #tempore
house	book (purse)	poppy	he, b	press
maker	#book (book)	-bordered (u.m.)	hole	#agent
making	-eyed (u.m.)	cock	hook	-agency
man	knife	field	house	board
mate	#lighter	fish	hunter	fat
off (n., u.m.)	piece	head	latch	feeder
pen	-sized (u.m.)	-red (u.m.)	lid	feeding
reader	-veto (v.)	seed	line	-forge (v.)
reading	poet	pork	luck	-made (u.m.)
room	-artist	#chop	man	man
script	#laureate	eater	mark	mark
suit	-painter	fish	pack (v.)	pack (v.)
thing	point	#pie	plate	plate
time	blank	port	rack	#proof (printing)
work	#hole (printing)	crayon	#roast	#revise
wright	#lace	cullis	shoot	room
writer	#system	#duty	shot	woman
writing	wise	fire	stone	work
#yard	poison	folio	ware	worker
pleasure	-dipped (u.m.)	hole	#wheel	preter (pref.)
-bent (u.m.)	#gas	hook	whisky	<i>all one word</i>
#boat	maker	man	work	price
bound	poke	manteau	#cutter	-cutting (u.m.)
man	#check	-mouthed (u.m.)	#fixer	#fixing (u.m.)
-seeking (u.m.)	hole	side	-sick (u.m.)	

price—con.	proof—con.	punch—con.	quarter—con.	race—con.
#index	sheet	-marked (u.m.)	#boards	going
list	#spirit	#press	-bound (u.m.)	horse
-support (u.m.)	prop	punctureproof	-breed (u.m.)	like
prick	jet	pup #tent	-cast (u.m.)	track
-eared (u.m.)	wash	puppet	-cut (u.m.)	way
mark	proso (c.f.)	man	#day	rack
#punch	<i>all one word</i>	master	deck	#block
seam	proto (c.f.)	#play	decker	-lashing (u.m.)
priest	-Egyptian, etc.	pure	man	way
craft	<i>rest one word</i>	blood	master	#wheel
fish	proud	blooded	-miller	work
hood	-blooded (u.m.)	bred	#note	radar
-prince	hearted	#line (biol.)	pace	man
prime	-looking (u.m.)	purple	-phase (u.m.)	scope
#minister	-minded (u.m.)	-blue (u.m.)	saw (v.)	radio
-ministerial (u.m.)	psalmbook	-clad (u.m.)	sawed	#amplifier
-ministership	pseudo (c.f.)	-colored (u.m.)	sawing	#antenna
-ministry	-Messiah, etc.	heart (wood)	sawn	#channel
primrose	-occidental	purse	#section	#communication
-scented (u.m.)	-official	making	staff	#control
tide	-orientalism	-proud (u.m.)	stretch	#engineer
time	-orthorhombic	#strings	#tone	#engineering
prince	-osteomalacia	push	-yearly (adv.)	#link
craft	-owner	ball	quartermaster	#range
hood	<i>rest one word</i>	button	#general	#receiver
-priest	psycho (c.f.)	card	-generalship	#set
#regent	-organic	cart	#sergeant	#spectator
print	<i>rest one word</i>	off (n., u.m.)	quasi	#transmitter
cloth	ptero (c.f.)	over (n., u.m.)	<i>all hyphenated</i>	#tube
line	<i>all one word</i>	pin	queen	#wave
script	public	-pull (u.m.)	#bee	frequency, iso-
shop	hearted	up (n., u.m.)	cake	tope, etc.
works	-minded (u.m.)	pussy	craft	<i>as combining form,</i>
printing	-spirited (u.m.)	cat	fish	<i>one word</i>
-in (n., u.m.)	#works	foot	#mother	radiumentherapy
#ink	pudding	footed	#olive	rag
#office	face	footer	#post	bolt
-out (n., u.m.)	-faced (u.m.)	footing	#regent	#doll
#press	head	put	right	fish
prison	headed	back (n., u.m.)	quick	house
bound	wife (fish)	log	born	-made (u.m.)
-free (u.m.)	puff	off (n., u.m.)	-change (u.m., v.)	man
-made (u.m.)	back (bird)	-on (n., u.m.)	-drawn (u.m.)	picker
prisoner-of-war	bird	out (n., u.m.)	#fire	seller
(u.m.)	leg (bird)	-put (n.)	#firer	shop
prize	#paste	-up (n., u.m.)	foot	sorter
#court	pug	putter	freeze (u.m., v.)	tag
#crew	mill	-forth	freezing (u.m.)	time
fight	miller	-in	-handed (u.m.)	rail
fighter	nose	-off	batch	bird
fighting	nosed	-on	hearted	borne
holder	-pile (v.)	-ont	lime	guard
#ring	pull	-through	sand	head
taker	back (n., u.m.)	-up	saver	maker
taking	boat	putty	set	making
winner	#box	blower	silver	man
-winning (u.m.)	devil	-colored (u.m.)	silvered	-ridden (u.m.)
worthy	down (n., u.m.)	head	silvering	road
pro	off (n., u.m.)	hearted	step	roader
-Ally, etc.	-on (n., u.m.)	#knife	#time	roadman
#forma	out (n., u.m.)	work	-witted (u.m.)	setter
#number	over (n., u.m.)	puzzle	work (naut.)	splitter
#rata	-push (u.m.)	brain	quill	#train
#tem	through (n., u.m.)	head	back	way
#tempore	up (n., u.m.)	headed	fish	way #maker
-vice-chancellor	puller	man	tail	wayman
<i>as prefix, one word</i>	-in	pyo (c.f.)	work	rain
procto (c.f.)	-out	<i>all one word</i>	quin (c.f.)	band
<i>all one word</i>	pulp	pyro (c.f.)	<i>all one word</i>	beat (n.)
profit	board	<i>all one word</i>	quit	-beaten (u.m.)
-and-loss (u.m.)	mill	Q	claim	bird
maker	stone	-boat	claimed	bound
making	wood	-fever	rent	how
-sharing (u.m.)	pulsejet	-ship	rabbit	-bright (u.m.)
promptbook	#drill	quadline	-backed (u.m.)	burst
prong	handle (v.)	quadri (c.f.)	-eared (u.m.)	check
buck	house	-invariant	#fever	coat
-hoe (v.)	man	<i>rest one word</i>	#foot	drop
horn	room	quarry	hearted	fall
-horned (u.m.)	quarry	#face	mouth	#forest
proof	board	man	-mouthed (u.m.)	fowl
#paper	bowl	stone	skin	#gaze
#press	card	quarter	maker	light
read	-drunk (u.m.)	-angled (u.m.)	making	maker
reader	holder	back	proof	proof
reading	line	-bloom (u.m.)	-soft (u.m.)	spout
room	mark			

rain —con.	razor	red —con.	rick	ring —con.
storm	back	#rot	rack	stand
tight	backed	shank (bird)	stand	stick
wash	bill	skin (n.)	yard	tail
water	-billed (u.m.)	-skinned (u.m.)	ridge	-tailed (u.m.)
rainbow	#blade	start (bird)	band	time
#chaser	edge	tail (bird)	land	-up (n., u.m.)
-colored (u.m.)	edged	tape (nonliteral)	pole	wall
rake	-keen (u.m.)	throat (bird)	poled	wise
hell	maker	-throated (u.m.)	rope	worm
hellish	making	ward	top	rip
off (n., u.m.)	man	wing (bird)	way	cord
ram	-sharp (u.m.)	wood	riffraff	rap
jet	strop	-yellow (u.m.)	bird	rapping
line	razzle-dazzle	reed	man	roaring
rod	re (pref.)	bird	#pit	sack
shackle	-cover (cover	buck	proof	saw
ranch	again), -create	maker	shot	snorter
#hand	(create again),	making	rig	snorting
house	etc.	plot	out (n., u.m.)	tide
man	-cross-examination	#stop	-up (n., u.m.)	-up (n., u.m.)
woman	-ice	-thatched (u.m.)	right	river
range	-ink	work	about	bank
finder	-redirect	reef	about-face	bed
keeper	evaluate, process,	#knoll	-angle (u.m., v.)	borne
land	etc.	#knot	-angled (u.m.)	#bottom
#light	<i>rest one word</i>	regionwide	#away	damp
man	reading #room	religio (c.f.)	-born (u.m.)	flow
mark	ready	<i>all one word</i>	-hand (u.m.)	-formed (u.m.)
rider	-built (u.m.)	remainderman	-handed (u.m.)	front
work	-handed (u.m.)	repair	-hander	head
rapid	made (u.m.)	man	-headed (u.m.)	#horse
#fire	#reference	#shop	hearted	man
#transit	room	representative	most	scape
rare	-witted (u.m.)	#at #large	-of-way	side
#gas	rear	-elect	#turn	sider
ripe	#end	research	ward	wash
rash	guard	#study	whale	way
-brain (u.m.)	most	#worker	#wing (political)	-worn (u.m.)
-brained (u.m.)	view (u.m.)	resino (c.f.)	winger (political)	road
-headed (u.m.)	ward	<i>all one word</i>	wingism (politli-	bank
-hearted (u.m.)	reception #room	respectworthy	cal)	bed
-minded (u.m.)	record	rest	rim	block
rat	breaker	#cure	base	book
bite	breaking	house	bound	builder
catcher	keeper	-refreshed (u.m.)	-deep (u.m.)	building
catching	keeping	room	fire	craft
fish	maker	retro (c.f.)	land	fellow
hole	making	-ocular	lock	head
-infested (u.m.)	recti (c.f.)	-omental	maker	hog
line	<i>all one word</i>	-operative	making	house
proof	recto (c.f.)	-oral	rock	maker
#race	<i>all one word</i>	<i>rest one word</i>	#wheel	making
tail	red	rheo (c.f.)	ring	man
-tailed (u.m.)	bait (v.)	<i>all one word</i>	-adorned (u.m.)	map
-tight (u.m.)	baiter	rhinestone	-banded (u.m.)	#runner
trap	belly	rhino (c.f.)	bark	#runner (bird)
rate	bill	<i>all one word</i>	bill	#scraper
-aided (u.m.)	-billed (u.m.)	rhizo (c.f.)	-billed (u.m.)	#show
#base	bird	<i>all one word</i>	#binder	side
#cutter	#blood	rhod (o) (c.f.)	bird	sider
-cutting (u.m.)	-blooded (u.m.)	<i>all one word</i>	bolt	stead
-fixing (u.m.)	bone	rhomb (o) (c.f.)	bone	stone
maker	breast (bird)	<i>all one word</i>	Loned	-test (v.)
making	buck	rib	bound	track
payer	bug	band	craft	way
paying	cap (porter)	#cut	dove	-weary (u.m.)
-raising (u.m.)	coat (n.)	#pointed (u.m.)	eye (n.)	wise
setting	eye (n.)	#roast	giver	worthy
rattle	-eyed (u.m.)	work	giving	rock
bones	-faced (u.m.)	ribbon	goer	aby
box	fin (fish)	back	head	#bass
brain	finch	-bound (u.m.)	-in (n., u.m.)	bird
brained	fish	maker	lead (v.)	born
head	#fox	#snake	leader	bottom (nonlit-
headed	-haired (u.m.)	rice	maker	eral)
ran	handed	bird	making	bound
skull	head (n.)	field	master	#climber
skulled	headed	grower	craft	-climbing (u.m.)
snake	hearted	growing	neck (bird)	#crusher
trap	-hot (u.m.)	land	-necked (u.m.)	#drill
raw	#lead	#paper	-off (n., u.m.)	#dust
boned	leg (bird)	-throwing (u.m.)	pin	fall (n.)
bones	-legged (u.m.)	#water	-porous (u.m.)	-fallen (u.m.)
-edged (u.m.)	#letter	rich	-shaped (u.m.)	fast
hide	line (n., u.m.)	-bound (u.m.)	side	fill
-looking (u.m.)	#man	-clad (u.m.)	sider	firm
#wool	out (n., u.m.)	-looking (u.m.)	sight	fish
	poll (bird)		#spot	

rock —con. hearted man pile -ribbed (u.m.) #salt shaft slide staff #wool work	rope —con. walk walker way work rose -bright (u.m.) bud drop fish head -headed (u.m.) -scented (u.m.) -sweet (u.m.) tan time #tree #water worm	round —con. #trip -tripper up (n., u.m.) row boat lock off (n., u.m.) port rub -a-dub down (n., u.m.) stone rubber band -down -lined (u.m.) neck necker nose (fish) -off #plant proofed -set (u.m.) stamp (nonliteral) (n., u.m., v.) #stamp (n.) -stamped (u.m.) rubble stone work ruby -hued (u.m.) -cloaked (u.m.) -set (u.m.) tail throat (bird) -throated (u.m.) rudder #brake head hole post stock rule maker making monger #of #thumb rum -crazed (u.m.) runner running seller selling shop rumpus #room run about (n., u.m.) around (n., u.m.) away (n., u.m.) back (n., u.m.) by (n.) down (n., u.m.) fish holder -in (n., u.m.) keeper off (n., u.m.) -on (n., u.m.) out (n., u.m.) over (n., u.m.) through (n., u.m.) up (n., u.m.) way runner-up rush -bottomed (u.m.) #hour land light like Russo (c.f.) -Chinese, etc. <i>rest one word</i> rust -brown (u.m.) -eaten (u.m.)	rust —con. #fungus proof proofing -resistant (u.m.) -stained (u.m.) rye #bread #field S -bend -brake -iron -shaped -trap -wrench S -boat -ray Sabbath breaker breaking keeper keeping saber bill fish -legged (u.m.) tooth -toothed (u.m.) wing (bird) sable -cloaked (u.m.) fish Sabrejet saccharo (c.f.) <i>all one word</i> sack bearer cloth clothed #coat -coated (u.m.) #duty maker -making (u.m.) man -shaped (u.m.) time sacro (c.f.) <i>all one word</i> sad -eyed (u.m.) hearted iron #sack -voiced (u.m.) saddle back -backed (u.m.) bag bow cloth -graft (v.) #horse like maker -making (u.m.) nose -nosed (u.m.) #roof room #seat sick sore soreness #stitch -stitched (u.m.) #stitcher tree -wire (u.m.) wise safe blower blowing breaker breaking	safe —con. cracker cracking -deposit (u.m.) guard guarded guarding #hit hold keeper keeping light (photog.) maker making sage brush brusher leaf -leaved (u.m.) #tea sail boat cloth -dotted (u.m.) fish flying keeper maker making plane room yard sailor fish -laborer man -minded (u.m.) proof saint like maker making sale goer note room work yard sales book clerk lady man manship people person room #tax woman salmon -colored (u.m.) #fishing -red (u.m.) saloon #deck keeper salpingo (c.f.) -oophorectomy -oophoritis -ovariotomy -ovaritis <i>rest one word</i> salt box catch cellar -cured (u.m.) #fish house #lick maker making man #marsh master mouth pack pan peter
roller #backer #coaster -made (u.m.) maker making man -milled (u.m.) #press #skate Romano (c.f.) -canonical, etc. #cheese -Gallic, etc. roof garden line load man #tile top tree ward room #clerk keeper mate roominghouse root #beer bound cap -cutting (u.m.) fast hold #mean #square #rot stalk stock rope bound dance dancer dancing -fastened (u.m.) house layer laying maker making stitch #twine	rotor craft plane ship rotten -dry (u.m.) hearted -minded (u.m.) stone rough -and-ready (u.m.) -and-tumble (n., u.m.) cast (u.m., v.) -coat (v.) -cut (u.m.) draw (v.) dress (v.) dry (u.m., v.) -face (v.) -faced (u.m.) hearted hew bewer hewn house houser housing leg (hawk) -legged (u.m.) -looking (u.m.) neck necked ride rider setter shod -sketch (v.) slant (n.) string stuff tailed #work (n.) work (v.) wrought rougher -down -out -up roughing-in (u.m.) round about (n., u.m.) about-face -faced (u.m.) fish head headed house line -made (u.m.) mouthed nose (tool) out (n., u.m.) ridge (v.) robin (petition) scam table (panel) tail (fish) -tailed (u.m.) -topped (u.m.)	run -brown (u.m.) -eaten (u.m.)	rust —con. blower blowing breaker breaking	

salt —con.	sap	scale —con.	school —con.	screen —con.
pit	bush	tail	-trained (u.m.)	play
pond	#flow	work	ward	writer
#pork	-green (u.m.)	worm	work	screw
room	head	scandal	yard	ball
shaker	headed	#bearer	#year	barrel
spoon	#rot	monger	scientifico (c.f.)	bolt
spoonful	#stain	mongering	<i>all one word</i>	bound
sprinkler	sucker (bird)	scape	scissor	cap
#water	wood	goat	bill	#collar
worker	sapphire	#wheel	bird	down (u.m.)
works	-blue (u.m.)	scapulo (c.f.)	-fashion (u.m.)	drive (v.)
yard	-colored (u.m.)	<i>all one word</i>	#grinder	-driven (u.m.)
salver	wing (bird)	scar	hold	driver
form	sarco (c.f.)	-clad (u.m.)	maker	head
-shaped (u.m.)	<i>all one word</i>	face	-making (u.m.)	hook
sample	sash	-faced (u.m.)	#sharpener	jack
#book	cord	scare	smith	-lifted (u.m.)
#box	house	bird	tail	maker
#case	line	crow	-tailed (u.m.)	making
maker	maker	devil	-winged (u.m.)	man
-making (u.m.)	making	fish	scissors	nut
man	#weight	hawk	-fashion (u.m.)	plug
room	satin	head	maker	post
sand	#cloth	monger	-making (u.m.)	#propeller
bag	fin (fish)	mouse	-shaped (u.m.)	ship
bagged	#glass	proof	#smith	stock
bagger	-lined (u.m.)	sheep	sclero (c.f.)	#thread
bagging	-smooth (u.m.)	sleep	-oophoritis	-threaded (u.m.)
bank	#weave	thief	-optic	-turned (u.m.)
bar	sauce	scarf	<i>rest one word</i>	#wheel
bath	boat	#cloud	score	scroll
bin	box	pin	board	head
blast	dish	maker	book	work
blasted	man	making	card	scrub
blaster	pan	skin	keeper	bird
blasting	sauer	wise	keeping	board
blown	braten	scarlet	sheet	land
board	kraut	-breasted (u.m.)	scot-free (u.m.)	#typhus
box	save-all (n., u.m.)	#fever	Scoto (c.f.)	scumboard
boy (insect)	saw	-red (u.m.)	-Britannic, etc.	scuttlebutt
-built (u.m.)	back	scatter	Scots	scythe
-buried (u.m.)	belly	brain	man	maker
-cast (u.m., v.)	bill (bird)	brained	woman	making
culture	-billed (u.m.)	good	scour	man
#dune	bones (n.)	#rug	fish	-shaped (u.m.)
fill	buck	scene	way	smith
fish	dust	craft	scout	stone
flea	-edged (u.m.)	#painter	#badge	work
glass	fish	shifter	#car	sea
beat	#guard	wright	craft	#anchor
bill	#handie	schisto (c.f.)	#cruiser	#base
-hiller	horse	<i>all one word</i>	hood	-based (u.m.)
hog	#log	schizo (c.f.)	master	#bass
hole	maker	<i>all one word</i>	scrap	-bathed (u.m.)
lapper	making	school	basket	beach
line	man	bag	book	-beaten (u.m.)
lot	mill	#board	box	bed
lotter	-pierce (v.)	book	#heap	#bird
man	setter	bookish	#iron	-blue (u.m.)
necker (bird)	smith	boy	man	board
paper	timber	bred	#paper	#boat
papered	-toothed (u.m.)	bus	works	-born (u.m.)
paperer	way	child	scrape	borne
papering	worker	children	-finished (u.m.)	bound
peep (bird)	sax	craft	gut (n.)	-bred (u.m.)
pile	board	dame	penny	coast
pipe	cornet	day	shoe (n.)	#cow
pipec	horn	fellow	scratch	craft
pit	tuba	girl	board	-deep (u.m.)
-pump (u.m., v.)	say	going	brush	dog
shoe	-nothing (n., u.m.)	house	-brusher	#dragon
spit	-so (n.)	keeper	card	-driven (u.m.)
stone	scabland	keeping	cat	drome
storm	scale	ma'am	-coated (u.m.)	-ear (mollusk)
table	bark	-made (u.m.)	#pad	-encircled (u.m.)
weld (v.)	#beam	maid	#test	fare (food)
-welded (u.m.)	board	man	farer (traveler)	fare (traveler)
-welding (u.m.)	book	master	work	faring
sandy	-bright (u.m.)	mate	screech	fighter
-bottomed (u.m.)	down (n., u.m.)	miss	bird	folk
-red (u.m.)	drake	mistress	#owl	food
sangfroid	fish	room	screen	fowl
sans	maker	ship	land	front
#peer	making	-taught (u.m.)	line	#gate
#serif	man	teacher	maker	girt
#souci	pan	teaching	making	goer
	-reading (u.m.)	time	man	going
	smith		#plate	-green (u.m.)

sea—con.	secretary—con.	service—con.	shake	sheep—con.
hound	-generality	#stripe	#cabin	herding
lane	-generalship	wide	down (n., u.m.)	hook
#level	ship	woman	out (n., u.m.)	keeper
lift	-treasurer	servo	proof	keeping
like	section	amplifier	up (n., u.m.)	-knead (u.m.)
#lion	#crew	control	shallow	land
man	#gang	mechanism	brained	like
mark	#hand	motor	-draft (u.m.)	man
#mile	#man	system	-headed (u.m.)	master
#mule	see	sesqui (c.f.)	hearted	nose (apple)
#otter	catch	<i>all one word</i>	pated	pen
piece	saw	set	shame	shank
plane	seed	-aside (n., u.m.)	-crushed (u.m.)	shear (v.)
port	bed	back (n., u.m.)	face	shearer (n.)
power	bird	bolt	facéd	shearing
quake	borne	down (n., u.m.)	proof	shears
#room	box	-fair (n.)	sick	shed
scope	cake	head	worthy	sick
#scout	case	-in (n., u.m.)	shank	skin
scouting	coat	line	bone	split
shell	eater (bird)	off (n., u.m.)	#mill	stealer
shine	kin	-on (n., u.m.)	piece	stealing
shore	lac	out (n., u.m.)	shapeup (n., u.m.)	walk
sick	#plant	over (n., u.m.)	share	-white (u.m.)
sickness	#pod	piece	#beam	-witted (u.m.)
side	stalk	pin	bone	sheer
stroke	time	screw	broker	line
#time (clock)	seer	-stitched (u.m.)	crop	off (n., u.m.)
#train	band	-to (n., u.m.)	cropper	up (n., u.m.)
wall	fish	up (n., u.m.)	holder	sheet
-walled (u.m.)	hand	wise	work	#anchor
ward	sucker	work	setter	block
ware	seismo (c.f.)	<i>all one word</i>	-forth	flood
#water	<i>all one word</i>	select man	-in	#glass
way	selectman	self	-on	rock
weed	dom	dom	-out	ways
weedy	hood	hood	-to	wise
wide	less	less	-up	work
wife (fish)	ness	ness	settle	writing
wing	same	same	brain	shelf
worn	ward	ward	down (n., u.m.)	#ice 1
worthiness	<i>reflexive prefix, use</i>	seven	seal	#life
worthy	<i>hyphen</i>	-branched (u.m.)	-brown (u.m.)	#list
-wrecked (u.m.)	sell	fold	maker	piece
seal	off (n., u.m.)	folded	making	#plate
out (n., u.m.)	semi (pref.)	penny (nail)	skin	back
seam	-armor-piercing	score	blasting	bound
like	(u. m.)	-shooter	like	burst
rend (v.)	-Christian, etc.	-up (n.)	rend (v.)	cracker (fish)
stitch	-idleness, -indirect, etc.	several	weld (v.)	eater (bird)
weld (v.)	-winter-hardy	sewer	-welded (u.m.)	fire
-welded (u.m.)	(u. m.)	line	-welding (u.m.)	fish
search	annual, arid, etc.	man	rest one word	fishery
light	<i>rest one word</i>	#pipe	sex	#game
plane	send	annulate, radiate, etc., <i>all one word, as combining form</i>	annulate, radiate, etc., <i>all one word, as combining form</i>	hole
room	off (n., u.m.)	#cell	annulate, radiate, etc., <i>all one word, as combining form</i>	-like
seat	out (n., u.m.)	#hormone	annulate, radiate, etc., <i>all one word, as combining form</i>	man
#cover	senso (c.f.)	#intergrade	annulate, radiate, etc., <i>all one word, as combining form</i>	proof
maker	<i>all one word</i>	-limited (u.m.)	annulate, radiate, etc., <i>all one word, as combining form</i>	shock
making	sentence	#linkage	annulate, radiate, etc., <i>all one word, as combining form</i>	shocked
-mile	#maker	#shad	annulate, radiate, etc., <i>all one word, as combining form</i>	work
work	-making (u.m.)	-bellied (u.m.)	annulate, radiate, etc., <i>all one word, as combining form</i>	worker
second	#monger	belly	annulate, radiate, etc., <i>all one word, as combining form</i>	shelter
-class (u.m.)	septi (c.f.)	bird	annulate, radiate, etc., <i>all one word, as combining form</i>	belt
-degree (u.m.)	<i>all one word</i>	shade	annulate, radiate, etc., <i>all one word, as combining form</i>	#half
-guess (v.)	sergeant	-giving (u.m.)	annulate, radiate, etc., <i>all one word, as combining form</i>	#tent
hand (adv., u.m.)	#at #arms	-grown (u.m.)	annulate, radiate, etc., <i>all one word, as combining form</i>	#trench
#hand (n.)	fish	shadow	annulate, radiate, etc., <i>all one word, as combining form</i>	wood
#in #command	#major	box (v.)	annulate, radiate, etc., <i>all one word, as combining form</i>	shield
-rate (u.m.)	serio (c.f.)	boxing	annulate, radiate, etc., <i>all one word, as combining form</i>	#bearer
-rater	<i>all one word</i>	gram	annulate, radiate, etc., <i>all one word, as combining form</i>	maker
#sight	sero (c.f.)	graph	annulate, radiate, etc., <i>all one word, as combining form</i>	-shaped (u.m.)
-sighted (u.m.)	<i>all one word</i>	land	annulate, radiate, etc., <i>all one word, as combining form</i>	tail
secret	serrate	#line	annulate, radiate, etc., <i>all one word, as combining form</i>	shilly
#monger	-ciliate (u.m.)	#stitch	annulate, radiate, etc., <i>all one word, as combining form</i>	-shallier
#service	-dentate (u.m.)	shag	annulate, radiate, etc., <i>all one word, as combining form</i>	-shally
#society	serveout (n., u.m.)	bark	annulate, radiate, etc., <i>all one word, as combining form</i>	shin
secretary	service	-haired (u.m.)	annulate, radiate, etc., <i>all one word, as combining form</i>	bone
#general	-connected (u.m.)	tail	annulate, radiate, etc., <i>all one word, as combining form</i>	guard
	man		annulate, radiate, etc., <i>all one word, as combining form</i>	plaster
			annulate, radiate, etc., <i>all one word, as combining form</i>	shiner-up
			annulate, radiate, etc., <i>all one word, as combining form</i>	ship
			annulate, radiate, etc., <i>all one word, as combining form</i>	board
			annulate, radiate, etc., <i>all one word, as combining form</i>	borne

¹ By international agreement, "shelf ice" was dropped in 1953. Use "ice shelf." Approved by U.S. Board on Geographic Names.

ship —con.	shop —con.	show —con.	side —con.	simple —con.
bound	man	room	track	-minded (u.m.)
boy	mark	through (print- ing) (n., u.m.)	walk	-rooted (u.m.)
breaker	mate	up (n., u.m.)	wall	-witted (u.m.)
breaking	owner	yard	way	simulcast
broken	-soiled (u.m.)	shower	ways	sin
broker	talk	#bath	-wheeler	-born (u.m.)
builder	walker	proof	winder	-bred (u.m.)
building	wear	shredout (n., u.m.)	wise	proof
#fever	window	shrimp	sieve	sine
kceper	woman	#catcher	like	#curve
lap	work	fish	maker	#dle
load	worn	-pink (u.m.)	making	#wave
man	shore	shroud	sight	sing
mast	#bird	-lald (u.m.)	#edge	song
master	#boat	line	hole	spiel
mate	fast	plate	proof	single
owning	going	shuffle	read	bar
plane	land	board	reader	-breasted (u.m.)
-rigged (u.m.)	#leave	wing (bird)	reading	-decker
shape	line	shunt	saver	-edged (u.m.)
side	man	#winding	saving	handed
smith	side	-wound (u.m.)	see	hearted
way	short	shut	seeing	hood
work	-armed (u.m.)	away (n., u.m.)	seer	-loader
worm	bread	down (n., u.m.)	setter	-minded (u.m.)
wreck	cake	eye (n., u.m.)	worthy	-phase (u.m.)
wrecked	change (v.)	-ln (n., u.m.)	sign	-seater
wright	changer	#mouthed (u.m.)	board	stick
yard	#circuit	off (n., u.m.)	man	sticker
shipping	-circuited (u.m.)	out (n., u.m.)	off (n., u.m.)	#stitch
#master	comer	up (u.m.)	-on (n., u.m.)	#tax
#office	coming	shuttle	#painter	#track
#room	cut (n., u.m., v.)	cock	post	tree
shirt	fall (n.)	#race	up (n., u.m.)	sink
band	-fed (u.m.)	wise	writer	box
maker	hand (writing)	sick	signal	head
making	-handed (u.m.)	-abed (n., u.m.)	man	bole
man	head (whale)	bay	#tower	room
#sleeve	horn (n., u.m.)	bed	silence (c.f.)	stone
tail	-horned (u.m.)	#call	<i>all one word</i>	Sino (c.f.)
waist	-lasting (u.m.)	hearted	silk	-Japanese, etc.
shock	leaf (u.m.)	#leave	grower	sister
#cord	-lived (u.m.)	list	man	-german
head	rib	room	#screen	hood
headed	#sale	sickle	-stockinged (u.m.)	-in-law
#therapy	-shunt (u.m.)	bill	tail (bird)	sit
#troops	sighted	-billed (u.m.)	woman	down (n., u.m.)
#wave	#snorter	man	work	-downer
shoe	staff	-tailed (u.m.)	works	fast (n., u.m.)
hill	stop	side	worm	sitter
binder (bird)	tail (n.)	arms	silt	-by
black	#ton	band	pan	-out
box	wave (radio)	board	stone	sitting #room
boy	shot	bone	silver	sitzmark
brnsh	gun	burns	back (bird)	six
#buckle	hole	car	-backed (u.m.)	-cylindrical (u.m.)
craft	maker	check	beater	fold
horn	man	-out (u.m.)	belly (fish)	penny (nail)
lace	proof	dress (v.)	bill (bird)	-ply (u.m.)
#last	put	flash	-bright (u.m.)	score
maker	putting	head (printing)	fin (fish)	-shooter
making	star	bill	fish	-wheeler
man	shoulder	hook	#frx	sizeup (n., u.m.)
pack	#blade	kick	-gray (u.m.)	sketch
scraper	-high (u.m.)	lap	-haired (u.m.)	book
shine	#strap	#light (literal)	-lead (n.m.)	#plan
shop	bill	light (nonliteral)	-leaved (u.m.)	skew
store	fish	line (literal)	plate (v.)	back
string	head (fish)	long	-plated (u.m.)	backed
tree	-headed (u.m.)	note	-plating (u.m.)	bald
shoot	maker	piece	point (drawing)	#table
man	making	plate	print	wise
off (n., u.m.)	man	play	slide(s) (fish)	ski
shop	nose	#road	skin	#jump
board	-nosed (u.m.)	saddle	smith	plane
book	show	shake	smithing	#suit
boy	bird	show	spot (butterfly)	skid
breaker	board	slip	tail (fish)	#chain
breaking	boat	splitter	tip	#fin
folk	card	splitting	-tongued (u.m.)	lift (truck)
girl	case	step	ware	top
keeper	down (n., u.m.)	stitch	work	road
keeping	girl	-stitched (u.m.)	worker	way
lifter	man	sway	simon-pure (u.m.)	sklm #mlk
lifting	off (n., u.m.)	swipe	simple	skin
like	place	swlper	-headed (u.m.)	bound
-made (u.m.)			hearted	-clad (u.m.)
				deep

skin—con.	slave	slop	smoke—con.	snow—con.
diver	-born (u.m.)	-built (u.m.)	screen	land
diving	-deserted (u.m.)	maker	shop	line
flint	holder	making	stack	melt
-graft (v.)	holding	man	tight	-melting (u.m.)
#fest	land	-molded (u.m.)	smoking #room	mobile
tight	#market	over (n., u.m.)	smooth	pack
skip	owner	room	bore	pit
jack	ownership	bored	-browed (u.m.)	plow
man	pen	-cast (u.m.)	mouthed	scape
#numbering	#trade	stone	-tongued (u.m.)	shade
tail	#worker	work	-working (u.m.)	shed
skirt	Slavo (c.f.)	worker	snackbar	shine
board	-Hungarian, etc.	slope	snail	shoe
#dance	sledge	-faced (u.m.)	eater (bird)	shoer
marker	#hammer	ways	-paced (u.m.)	sled
skull	-hammered (u.m.)	wise	-slow (u.m.)	slide
cap	meter	slow	snail's #pace	slip
fish	sleep	belly	snake	storm
skunk	-filled (u.m.)	down (n., u.m.)	bird	suit
bill	marken (fish)	-footed (u.m.)	bite	-topped (u.m.)
head	talker	going	-bitten (u.m.)	#water
top	walker	headed	#doctor	-white (u.m.)
sky	walking	hearted	-eater	snuff
-blue (u.m.)	sleepy	-motion (u.m.)	-eyed (u.m.)	box
gazer	-eyed (u.m.)	mouthed	fish	maker
-high (u.m.)	head	poke	head	making
lark	headed	#time	hole	-stained (u.m.)
larking	-looking (u.m.)	up (n., u.m.)	holing	so
lift	sleet	-witted (u.m.)	neck (bird)	-and-so
light	proof	worm	piece	beit (n., conj.)
line	storm	slug	pit	-called (u.m.)
look (v.)	#wheel	-cast (v.)	skin	-seeming (u.m.)
man	sleeve	caster	stone	-so
#map	band	casting	snap	box
#pilot	board	sluice	back	bubble
rocket	fish	#gate	dragon	bubbly
sail	#nut	way	#fastener	dish
scape	slenth	slum	head	fast
scraper	dog	gullion	holder	#fat
shine	bound	gum	hook	fish
#train	slide	land	ring	flakes
#truck	film	slumber	roll	maker
ward	head	-bound (u.m.)	shooter	making
wave	knot	land	shooting	#opera
way	man	small	shot	rock
write (v.)	#rule	#arms	shotted	stock
writer	#valve	-ankled (u.m.)	shotter	stone
writing	way	#businessman	shotting	suddy
slab	sling	hearted	-up (u.m.)	suds
man	ball	-hipped (u.m.)	snapper	sob
-sided (u.m.)	shot	mouthed	-back	proof
stone	stone	-scale (u.m.)	-up	#sister
slack	slinkskin	sword	snipe	#story
-bake (v.)	slip	talk	bill	#stuff
-filled (u.m.)	along (u.m.)	time (u.m.)	#eel	sober
#water	back	town (u.m.)	fish	-minded (u.m.)
#wire	band	ware	-nosed (u.m.)	sided
slambang	board	smart	sniperscope	sides
slant	case	#aleck	sniperscope	social
-eyed (u.m.)	cover	-alecky (u.m.)	ball	#work
wise	house	-looking (u.m.)	bank	#worker
slap	knot	#set	berg	socio (c.f.)
bang	#law	-tongued (u.m.)	bird	-official
dab	-on (n., u.m.)	smash	blind	economic, etc.
dash	over (n., u.m.)	board	blinded	<i>rest one word</i>
down (n., u.m.)	#proof (printing)	up (n., u.m.)	#blindness	sock
happy	proof	smear	blink	eye
jack	ring	case	block	maker
slap	sheet	#culture	-blocked (u.m.)	making
stick	-shelled (u.m.)	smoke	bound	sod
-up (n., u.m.)	shod	-blinded (u.m.)	break	bound
slate	slop	bound	#bunting (bird)	buster
-blue (u.m.)	sole	box	cap	culture
-colored (u.m.)	step	-brown (u.m.)	capped	#grass
like	stitch	chaser	-choked (u.m.)	#house
maker	stream	-dried (u.m.)	-clad (u.m.)	work
making	top	-dry (v.)	#cover	soda
work	topped	-died (u.m.)	-covered (u.m.)	#granite
works	-up (n., u.m.)	-filled (u.m.)	craft	jerk
write (v.)	ware	house	drift	#pop
writing	washer	jack	fall	#water
yard	way	jumper	field	sofa
slaughter	slit	jumping	flake	#bed
house	-eyed (u.m.)	-laden (u.m.)	hammer (bird)	#maker
man	shell	proof	house	-making (u.m.)
pen	#skirt	room		-ridden (u.m.)
yard				#seat

soft	sound—con.	spare	spider	split—con.
ball	#field	-bodied (u.m.)	#crab	fruit
-boiled (u.m.)	film	rib	-legged	mouth
brained	headed	#room	-spun (u.m.)	saw
#coal	hearted	spark	#web (n.)	#second
#drink	-minded (u.m.)	back	web (u.m., v.)	tail (fish)
#goods	off (n., u.m.)	#coil	#wheel	-tongued (u.m.)
head	proof	#gap	work	up (n., u.m.)
hearted	#wave	over (n., u.m.)	spike	worm
like	soup	#plug (literal)	bill	spoilsport
-pedal (v.)	bone	plug (nonliteral)	-billed (u.m.)	spoils
-shelled (u.m.)	house	spatter	fish	man
-soap (nonliteral)	like	dash	born	monger
(v.)	#plate	work	-kill (v.)	spoke
-soaper (nonliteral)	spoon	speakeasy (n.)	like	shave
-spoken (u.m.)	#stock	spear	#nail	stitch
tack	sour	bound	-pitch (v.)	-stitching (u.m.)
wood	belly	cast	tail	spokes
soldier	bread	fish	spite	man
bird	dough (n.)	head	hole	woman
-fashion (u.m.)	facéd	-high (u.m.)	worm	spondylo (c.f.)
fish	#grapes	man	spill	<i>all one word</i>
hearted	headed	proof	over (n., u.m.)	sponge
like	hearted	-shaped (u.m.)	way	#bath
proof	-natured (u.m.)	#thrower	spindle	cake
sole	-sweet	speckle	-formed (u.m.)	#cloth
cutter	sourcebook	belly	head	diver
cutting	south	breast (bird)	-legged (u.m.)	-diving (u.m.)
piece	-born (u.m.)	-breasted (u.m.)	legs	-shaped (u.m.)
plate	borne	spectro (c.f.)	shanks	spongio (c.f.)
print	bound	<i>all one word</i>	tail	<i>all one word</i>
somato (c.f.)	-central (u.m.)	speech	worm	spool
<i>all one word</i>	east	-bereft (u.m.)	spine	winder
some	east-bound (u.m.)	bound	#ache	wood
body	eastern	craft	bill	spoon
day	#end	maker	bone	-beaked (u.m.)
how	going	making	-broken (u.m.)	bill (bird)
one (anyone)	land	-read (v.)	-pointed (u.m.)	-billed (u.m.)
#one (distributive)	lander	#reading	tail	bread
place (adv.)	paw	writer	spinning #wheel	drift
thing	#side	writing	spino (c.f.)	-fed (u.m.)
time (adv., u.m.)	-sider	speed	-olivary	maker
#time (some time ago)	-southeast	boat	<i>rest one word</i>	making
times	ward	boating	spirit	-shaped (u.m.)
way	west	boatman	-born (u.m.)	ways
what	west-bound (u.m.)	#cop	-broken (u.m.)	wise
where	wester	letter	land	spore
son	sow	trap	#level	former
-in-law	back	up (n., u.m.)	wise	forming
#of #man	backed	way	#world	#fruit
song	bug	writing	#writing	#print
bird	space	spell	spit	sporo (c.f.)
book	band	bind	ball	<i>all one word</i>
craft	bar	binder	baller	sports
fest	craft	binding	box	#editor
land	-cramped (u.m.)	bound	fire	man
maker	#key	craft	poison	manlike
making	man	down (n., u.m.)	stick	#page
man	mark	-free (u.m.)	spite	wear
worthy	#rule (printing)	proof	#fence	woman
wright	ship	word	#wall	writer
writer	#time	work	work	spot
writing	writer	spelling	splanchno (c.f.)	#check
sonobuoy	spade	down (n.)	<i>all one word</i>	-checked (u.m.)
sooth	-dug (u.m.)	#match	splash	-face (v.)
fast	fish	spelter	board	light
say	foot	man	#dam	weld (v.)
sayer	-footed (u.m.)	#solder	proof	-welded (u.m.)
saying	#handle	spend	spatter	-welding (u.m.)
sore	maker	-all (n.)	facéd	spray
-eyed (u.m.)	making	thrift	work	board
foot (n.)	man	spermato (c.f.)	splay	#gun
-footed (u.m.)	-shaped (u.m.)	<i>all one word</i>	foot	room
head (n., u.m.)	work	spermo (c.f.)	footed	-washed (u.m.)
beaded	span	<i>all one word</i>	mouth	spread
bearded	-long (u.m.)	spheno (c.f.)	mouthed	board
#throat	-new (u.m.)	-occipital	spleen	-eagle (u.m., v.)
sorry	piece	<i>rest one word</i>	-born (u.m.)	head
hearted	Spanish	sphinxlike	sick	out (n., u.m.)
-looking (u.m.)	#American	sphygmo (c.f.)	-swollen (u.m.)	over (n., u.m.)
soul	-Arab	<i>all one word</i>	spлено (c.f.)	-set (v.)
-deep (u.m.)	-born (u.m.)	spice	<i>all one word</i>	spring
mate	-speaking (u.m.)	box	splitter	back (bookbind-
-searching (u.m.)	spar	-burnt (u.m.)	#bar	ing)
sick	#buoy	cake	proof	board
sound	#deck	house	beak	bok
-absorbing (u.m.)		-laden (u.m.)	beat	-born (u.m.)
board		land	finger (crustacean)	buck
			#flap	-clean (v.)

spring —con.	stag —con.	star —con.	steam —con.	step —con.
#lever	horn	nose (mole)	#engine	grandchild
finger	-horned (u.m.)	proof	fitter	grandfather
fish	hound	shake	fitting	grandson
-grown (u.m.)	hunt	#shell	#heat	-in (n., u.m.)
halt	hunter	shine	#gage	ladder
head	hunting	shoot	pipe	mother
house	skin	-spangled (u.m.)	pipng	nephew
like	stage	stone	plant	off (n., u.m.)
#lock	coach	stroke	power	-on (n., u.m.)
maker	craft	-studded (u.m.)	-pocket (v.)	over (n., u.m.)
making	hand	throat (bird)	-propelled (u.m.)	parent
-plow (v.)	land	#time	roll (v.)	relation
-plowed (u.m.)	like	#wheel	roller (u.m., v.)	relationship
tail	line	wise	room	sister
tide (season)	man	worm	ship	son
time	#set	starch	table	stone
trap	-struck (u.m.)	board	tight	#turn
sprit	wise	#corn	tightness	uncle
sail	worthy	maker	steamer	-up (n., u.m.)
tail	stair	making	-borne (u.m.)	way
spur	builder	man	#line	wise
-clad (u.m.)	building	room	load	stepping
-driven (u.m.)	case	works	steel	-off (u.m.)
gall	head	stark	-blue (u.m.)	-out (u.m.)
-galled (u.m.)	step	-blind (u.m.)	bound	#pace
-heeled (u.m.)	stepper	-mad (u.m.)	-bright (u.m.)	stone
like	way	-naked (u.m.)	-cased (u.m.)	stereo (c.f.)
maker	#well	-raving (u.m.)	clad	<i>all one word</i>
making	work	starter-off	#electrotype	stern
#track	stake	startup (n., u.m.)	#engraving	castle
way	head	stat (pref.)	-framed (u.m.)	-faced (u.m.)
spurnwater	holder	<i>all one word</i>	-hard (u.m.)	foremost
spy	master	State	head	-heavy (u.m.)
boat	stale	-aided (u.m.)	hearted	-looking (u.m.)
glass	mate	#line	maker	man
hole	-worn (u.m.)	-owned (u.m.)	making	most
tower	stall	state	master	post
square	board	craft	plate	son
-bottomed (u.m.)	-fed (u.m.)	hood	proof	ward
-built (u.m.)	-feed (v.)	house	ware	way
#dance	keeper	making	#wool	#wheel
#deal	man	quaka	worker	-wheeler
#edge	stamp	room	works	sterno (c.f.)
-faced (u.m.)	book	side	yard	<i>all one word</i>
flipper	-licking (u.m.)	sider	steep	land (geol.)
#foot	man	way	land (geol.)	-rising (u.m.)
head	#tax	wide	-rising (u.m.)	-to (u.m.)
headed	stand	states	-to (u.m.)	-up (u.m.)
#knot	by (n., u.m.)	man	-walled (u.m.)	steeply
#mark	down (n., u.m.)	manlike	steerage	chase
#mile	fast (n., u.m.)	woman	chaser	-high (u.m.)
-rigged (u.m.)	-in (n., u.m.)	station	jack	top
#root	oil (n., u.m.)	#house	top	steerageway
-set (u.m.)	oilish	man	statue	craft
shooter	out (n., u.m.)	master	like	maker
tail (fish)	pat	#wagon	maker	making
#wave	patter	stato (c.f.)	<i>all one word</i>	statute
squaw	pattism	<i>all one word</i>	statute	-barred (u.m.)
fish	pipe	statue	craft	#book
man	point	craft	like	#mile
squeeze	post	maker	maker	stay
-in (n., u.m.)	still (n., u.m.)	making	stato (c.f.)	-at-home (n., u.m.)
out (n., u.m.)	up (n., u.m.)	statute	<i>all one word</i>	bar
#play	standard	-barred (u.m.)	stato (c.f.)	bolt
up (n., u.m.)	#bearer	#book	<i>all one word</i>	boom
squirrel	bred	#mile	stato (c.f.)	#girder
#cage	#breed	stay	<i>all one word</i>	lace
fish	#gage	-at-home (n., u.m.)	stato (c.f.)	log
-headed (u.m.)	#time	bar	<i>all one word</i>	maker
stable	stander-by	bolt	stato (c.f.)	making
boy	staphylo (c.f.)	boom	<i>all one word</i>	pin
fly	<i>all one word</i>	#girder	stato (c.f.)	plow
keeper	star	lace	<i>all one word</i>	sail
man	blind	log	step	wire
stack	board	maker	sunt	brother
freed	bright	making	child	dance
man	craft	pin	dance	dancer
room	dust	plow	dancing	dancing
stand	finch	sail	daughter	down (n., u.m.)
up (n., u.m.)	fish	wire	father	
yard	gaze	steam		
staff	gazer	boat		
-herd (v.)	gazing	boating		
man	-led (u.m.)	boatman		
stag	light	car		
-handled (u.m.)	like	-cooked (u.m.)		
head	lite	-driven (u.m.)		
-headed (u.m.)	lite (gem)			

sting—con.	stone—con.	stout—con.	stream	stucco—con.
ray	cutting	heartedness	bank	work
tail (fish)	-dead (u.m.)	-minded (u.m.)	bed	worker
stink	-deaf (u.m.)	wood	flow	stuck
ball	-eyed (u.m.)	stove	head	up (n., u.m.)
bird	fish	brush	line	-upper
bomb	fly	-heated (u.m.)	lined	-uppish (u.m.)
bug	hand (printing)	house	liner	stud
damp	hatch (bird)	#length	side	bolt
pot	head	maker	ward	book
stone	hearted	making	way	fish
stir	layer	man	street	horse
about (n., u.m.)	laying	pipe	-bred (u.m.)	mare
-up (n., u.m.)	lifter	wood	car	#print
stitch	man	stow	cleaner	work
bird	mason	away (n., u.m.)	-cleaning (u.m.)	stuntman
down (n., u.m.)	pecker (bird)	board	-sold (u.m.)	stupid
up (n., u.m.)	#proof (printing)	down (n., u.m.)	sweeper	head
work	shot	#net	sweeping	-headed (u.m.)
stock	#wall (n.)	wood	walker	-looking (u.m.)
#block	wall (u.m.)	straddle	walking	sturdy
board	ware	back	ward	hearted
book	work	bug	way	-limbed (u.m.)
breeder	worker	-face (v.)	strepto (c.f.)	stylebook
breeding	#writing	-legged (u.m.)	<i>all one word</i>	style (c.f.)
broker	yard	wise	stretcher	<i>all one word</i>
brokerage	stony	straight	#bearer	sub (pref.)
broking	-eyed (u.m.)	away	man	-Himalayan, etc.
#car	#ground	-backed (u.m.)	stretchout (n., u.m.)	machinegun
father	hearted	-cut (u.m.)	strife	#rosa, #specie, etc.
feeder	#land	edge	maker	-subcommittee
feeding	stop	-edged (u.m.)	making	polar, standard,
fish	back (n.)	#face	monger	etc.
holder	block	-faced (u.m.)	strike	<i>rest one word</i>
holding	board	forward	breaker	subject
house	clock	head	breaking	-object
jobber	cock	-legged (u.m.)	-in (n., u.m.)	-objectivity
jobbing	gap	#line	out (n., u.m.)	subter (pref.)
judging	hound	-lined (u.m.)	over (n., u.m.)	<i>all one word</i>
keeper	#key	-out (n., u.m.)	striker	such
keeping	light	#run	-in	-and-such
list	list	-spoken (u.m.)	-out	like
maker	log	#time	string	wise
making	-loss (u.m.)	-up (u.m.)	board	suck
man	off (n., u.m.)	-u p - a n d - d o w n	course	-egg (n., u.m.)
owner	over (n., u.m.)	(u.m.)	halt	fish
ple	watch	way	halted	fly
piled	water	wise	maker	hole
piling	work	strainerman	making	-in (n., u.m.)
pot	storage #room	strainslip	man	stone
proof	straw	strait	piece	sugar
raiser	house	-chested (u.m.)	#plate	#beet
raising	keeper	jacket	#proof (density)	bird
room	keeping	laced	ways	#bowl
-still (u.m.)	man	lacing	strip	cake
stone	room	stranglehold	cropping	cane
taker	ship	strap	#map	-coat (v.)
taking	wide	-bolt (v.)	#mine	-coated (u.m.)
work	storm	hanger	#pit	-cured (u.m.)
wright	-beaten (u.m.)	head	#printing	house
yard	bird	-shaped (u.m.)	tease	loaf
stoke	bound	watch	teaser	maker
hold	cock	work	strong	making
hole	flow	strato (c.f.)	-arm (u.m., v.)	plum
stomach	-laden (u.m.)	<i>all one word</i>	back (nautical)	spoon
#ache	proof	straw	-backed (u.m.)	sweet
-filling (u.m.)	#sash	berry #field	box	#water
#pump	-swept (u.m.)	bill (bird)	brained	works
-shaped (u.m.)	tight	board	headed	suitcase
-sick (u.m.)	-tossed (u.m.)	boss	hearted	sulfa (c.f.)
-weary (u.m.)	#trooper	-built (u.m.)	hold	<i>all one word</i>
stomato (c.f.)	ward	hat	#man	sulfo (c.f.)
<i>all one word</i>	wind	man	-minded (u.m.)	<i>all one word</i>
stone	#window	-roofed (u.m.)	point (n.)	sulfon (c.f.)
bird	story	splitter	room	<i>all one word</i>
biter	book	splitting	stub	sullen
blind	#hour	stack	#nail	hearted
boat	land	stacker	#pen	-natured (u.m.)
brash	maker	-stuffed (u.m.)	runner	summer
breaker	making	#vote	-toed (u.m.)	bird
breaking	teller	walker	wing	castle (naut.)
broke	telling	work	stubble	-clad (u.m.)
brood	time	worm	#field	#day
cast	work	yard	-mulch (u.m.)	-dried (u.m.)
chat (bird)	writer	-yellow (u.m.)	stubborn	-fallow (v.)
-cold (u.m.)	writing	stray	hearted	house
#crab	stout	away (n., u.m.)	minded	land
crusher	-arned (u.m.)	#line	stucco	-made (u.m.)
cutter	hearted	mark	-fronted (u.m.)	#school

summer —con. tide time (season) #time (daylight saying) wood	supra —con. -arytenoid -auditory -auricular -axillary -Christian, etc. <i>rest one word</i> sur (pref.) <i>all one word</i> sure #enough -fire (u.m.) -footed (u.m.) -slow -#thing surf -battered (u.m.) bird board boat boatman bound #fish line man -swept (u.m.) surface man #printing #water surgeon #dentist fish #general swallow bird pipe tail -tailed (u.m.) -wing (bird) swamp #fever land side swan -bosomed (u.m.) dive herd mark marking neck necked skin song swansdown swash buckle buckler buckling #letter plate way work sway back (n., u.m.) -backed (u.m.) bar -brace (v.) swearer-in swearword sweat band box #gland #pad #shirt shop sweep back (aviation) (n., u.m.) for ward (avia- tion) (n., u.m.) stake through (n., u.m.) washer washings sweet bread -breathed (u.m.)	sweet —con. brier faced fish heart hearted maker meat mouthed -piekle (v.) shop -sour -sweet water (u.m.) swell -buted (u.m.) doodle (fish) fish head toad swelled-headed (u.m.) swicht back (n., u.m.) forward (n., u.m.) wing (n., u.m.) swift foot -footed (u.m.) -handed (u.m.) -running (u.m.) swill bowl tub swim suit wear swine -backed (u.m.) bread head herd #iteh pipe (bird) pox stone sty swing back (n., u.m.) bar #beam devil (bird) dingle #door #gate #shift #shifter stock -swang tree swingle bar tail (shark) tree switch back board box gear keeper like man plate plug rail tail (fish) tender #tower yard swivel #chair eye -eyed (u.m.) -hooked (u.m.) like #lock sword -armed (u.m.) bearer	sword —con. #belt bill #breaker craft fish fisherman fishing maker making play player proof -shaped (u.m.) smith stick tail swords man woman syn (pref.) <i>all one word</i> synchro cyclotron flash mesh tron Syró (c.f.) -Arabian, etc. phenician systemwide T -bandage -beam -bone -iron -rail -shape -shaped -square T -boat -cloth -man -scale (score) table cloth -cut (u.m.) cutter -cutting (u.m.) fellow fellowship -formed (u.m.) land line #linen maid maker making man mate -shaped (u.m.) spoon spoonful talk top ware wise work (printing) tachy (c.f.) <i>all one word</i> tag -affixing (u.m.) board boat #day #end lock rag sore tail tail band board #coat -cropped (u.m.) #end	tail —con. -ender first foremost gate head -heavy (u.m.) hook lamp light piece pin pipe plane race spin stock -tied (u.m.) twister twisting -up (n., u.m.) ward wheel wind wise tailor bird craft -cut (u.m.) made (u.m.) man -suited (u.m.) take -all (n.) down (n., u.m.) -home (u.m.) -in (n., u.m.) off (n., u.m.) out (n., u.m.) over (n., u.m.) up (n., u.m.) taker -down -in -off -up tale bearer bearing book carrier carrying monger teller telling wise talk fest worthy talking #film -to (n.) tail boy (n.) -built (u.m.) #grass -looking (u.m.) -masted (u.m.) tallow -faced (u.m.) maker making man -pale (u.m.) tally #board #clerk ho man #room #sheet wag (fish) tame -grown (u.m.) bearded -looking (u.m.) -nated (u.m.)
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tan bark house wood works yard	tariff —con. making -protected (u.m.) #wall	tear bomb -dimmed (u.m.) down (n., u.m.)	thatch -roofed (u.m.) wood work	thimble —con. -rigging -shaped (u.m.)
tangent #arc -cut (v.) -saw (v.)	tarpaulin -covered (u.m.) #maker -making (u.m.)	tear #gas -oil (n., u.m.) -out (n., u.m.)	theater goer going	thin brained -clad (u.m.) down (n., u.m.) set (u.m.) skinned -voiced (u.m.)
tangle fish foot -haired (u.m.)	tarso (c.f.) <i>all one word</i>	tear proof sheet stain -stained (u.m.)	then abouts adays	thio (c.f.) <i>all one word</i>
tank buster #car house maker making man room ship town	task #force master mistress setter work	teen age (u.m.) ager	thence forth forward ward	third -class (u.m.) -degree (u.m.) hand (adv., u.m.)
tap bolt dance dancer dancing holder hole house line net off (n., u.m.) -riveted (u.m.) room root rooted #shoe -tap water	tattle tauro (c.f.) <i>all one word</i>	teeter board tail -totter	theo (c.f.) <i>all one word</i>	#house -rate (u.m.) -rater
tape bound line maker making man #measure #reader #reading #sizer string -tied (u.m.) work worm	tax #assessor book -burdened (u.m.) #collector #dodger eater eating -exempt (u.m.) -free (u.m.) gatherer gathering -laden (u.m.) #lien #list load man paid payer paying payment #roll #sale -supported (u.m.)	teleg board tail -totter	theory less maker making monger	thistle bird down
taper bearer -fashion (u.m.) -headed (u.m.) maker making	taxi auto bus cab #dancer #driver man meter metered plane way (aviation)	tell tale truth	there about(s) above across after against among around at away before between by for fore from in inafter inbefore into of on over through to tofore under until unto upon with	thoraco (c.f.) <i>all one word</i>
tapestry -covered (u.m.) #maker -making (u.m.) #work tapper-out	tea ball board box cake cart #chest -colored (u.m.) cup cupful dish house kettle maker making man #party pot room #rose -scented (u.m.) shop spoon spoonful #table taster tasting time #wagon ware	telo (c.f.) <i>all one word</i>	thero about(s) above across after against among around at away before between by for fore from in inafter inbefore into of on over through to tofore under until unto upon with	thoraco (c.f.) <i>all one word</i>
tar #base board box boy -brand (v.) brush -coal (u.m.) -dipped (u.m.) man #oil #paper -paved (u.m.) pot rock (bird) -roofed (u.m.) werks yard	tear -dotted (u.m.) maker making mate -sheltered (u.m.) #show #stitch work worm	tempest proof -rocked (u.m.)	thermo (c.f.) <i>all one word</i>	thousand fold -headed (u.m.) -legged (u.m.) legs (worm)
tariff bound maker	tenement #house	tempo (c.f.) -occipital <i>rest one word</i>	thick -blooded (u.m.) brained head headed lips -looking (u.m.) pated set (n., u.m.) skin skinned skull (n.) skulled -tongued (u.m.) wit -witted (u.m.) -wooded (u.m.) -woven (u.m.)	thrall born dom -less thread bare fin (fish) fish #gage -leaved (u.m.) maker making way worn
	tent -dotted (u.m.) maker making mate -sheltered (u.m.) #show #stitch work worm	ten fold penny (nail) pins	thief craft land land maker making proof	three -bagger -cornered (u.m.) -dimensional (u.m.) fold folded -in-hand -master penny (nail) -piece (u.m.) -ply (u.m.) score some -spot -square -striper threshingtime thrift box
	terrace (u.m.) -fashion (u.m.) maker work	tenement #house	thimble -eye (n.) -eycd (u.m.) maker -making (u.m.) man rig rigged rigger	
	test #case -fly (v.) house man room #tube	terra #cotta #firma mara		
	text book man writer	thanks giver giving		

throat band cutter cutting latch strap	ticket—con. making #seller -selling (u.m.) #writer tidal #wave tiddlywink	tilt—con. up (n.) yard	tin—con. worker working	toad—con. eat (v.) eater fish -green (u.m.) head (bird) stone stool
thrombo (c.f.) <i>all one word</i>	tide bound flat #gauge head land maker making mark -marked (u.m.) race table -tossed (u.m.) waiter water #wave way work -worn (u.m.)	timber -built (u.m.) head -headed (u.m.) jack land line man -propped (u.m.) #right #rot #wolf wood work wright yard	tinder box -dry (u.m.)	toast #list master mistress
through out put #rate #road way	tie back (n.) #band #bar #beam #bolt #cord down (n., u.m.) -in (n., u.m.) #knot line -on (n., u.m.) -out (n., u.m.) pin #plate -plater #post #rod #rope #stay #strap up (n., u.m.) #wall wig wiggled	time born bound card clerk clock -consuming (u.m.) -honored (u.m.) keep (v.) keeper killer killing lag lock out (n., u.m.) piece pleaser proof saver saving server serving sheet span -stamp (v.) table taker taking waster wasting work worker worn	tinseel -bright (u.m.) -clad (u.m.) #cloth -covered (u.m.) maker making weaver	tobacco #grower -growing (u.m.) #shed #shop
throw away (n., u.m.) back (n., u.m.) -in (n., u.m.) #line off (n., u.m.) -on (n., u.m.) out (n., u.m.) over (n., u.m.)	tierlift (truck)	tin -bearing (u.m.) bound #can -capped (u.m.) -clad (u.m.) #cow cup #fish foil foiled foiler frame #hat horn house kettle -lined (u.m.) man #ore #pail pan plate -plated (u.m.) -plating (u.m.) pot -roofed (u.m.) shop smith smithing spot stone type typer ware -white (u.m.) work	ting block (printing) #tool	toe board cap #dance #drop hold -in (n., u.m.) -mark (v.) nail plate print
thrust -pound power	tiger bird eye hearted #lily proof #shark -striped (u.m.)	tip burn cart -curled (u.m.) head -in (n., u.m.) man most off (n., u.m.) over (n., u.m.) proof staff stock tail tank -tap tilt (v.) tilted tilting toe toed toeing top topper -up (u.m.)	toilet block (printing) #tool	toil -beaten (u.m.) some -stained (u.m.) -weary (u.m.) worn
thumb bird #hole -made (u.m.) mark -marked (u.m.) nail piece print screw -shaped (u.m.) stall string sucker sucking tack worn	tierlift (truck)	tire changer changing dresser fitter holder maker making man -mile #rack shaper smith some	toilet toe toed toeing top topper -up (u.m.)	toilet #mirror #room ware
thunder bearer bearing bird blast bolt burst clap cloud crack fish gust head headed peal proof shower smite (v.) squall stick stone storm strike stroke struck -voiced (u.m.)	tight -belted (u.m.) bound fisted -fitting (u.m.) #joint lipped rope -set (u.m.) -tie (v.) wad wire work	tit bit fish #for #tat lark man mouse	toilet toe toed toeing top topper -up (u.m.)	toll bar board #bridge gate gatherer house keeper #line man master payer paying penny #road taker
thwart man ship	tile -clad (u.m.) #drain fish maker making -red (u.m.) stone work works wright yard	titano (c.f.) <i>all one word</i>	toilet toe toed toeing top topper -up (u.m.)	tom boy cat cod fool foolery piper tate (fish) -tom
thymo (c.f.) <i>all one word</i>	tilt board hammer	titano (c.f.) <i>all one word</i>	toilet toe toed toeing top topper -up (u.m.)	tomb stone -strewn (u.m.)
thyro (c.f.) <i>all one word</i>		titano (c.f.) <i>all one word</i>	toilet toe toed toeing top topper -up (u.m.)	tommy #bar cod (fish) gun #hole rot
tibio (c.f.) <i>all one word</i>		titano (c.f.) <i>all one word</i>	toilet toe toed toeing top topper -up (u.m.)	ton -hour -kilometer -mile -mileage -mile-day
tick bird #fever seed seeded tacktoe tick tock		titano (c.f.) <i>all one word</i>	toilet toe toed toeing top topper -up (u.m.)	tone -deaf (u.m.) down (n., u.m.) -producing (u.m.) proof up (n., u.m.)
ticket holder maker		titano (c.f.) <i>all one word</i>	toilet toe toed toeing top topper -up (u.m.)	tongue -baited (u.m.) bird #bit -bound (u.m.)

tongue—con.	top—con.	tow—con.	trade—con.	trashrack
craft	dress (v.)	-haired (u.m.)	mark	travel
-dumb (u.m.)	dressing	head	#name	-bent (u.m.)
fish	flight (u.m.)	headed	#school	book
-free (u.m.)	full	#hook	#union	time
-lash (v.)	gallant (n., u.m.)	line	#unionism	-tired (u.m.)
#lashing	-graft (v.)	mast	#unionist	way
play	hat	#net	#wind	-worn (u.m.)
proof	-hatted (u.m.)	work	work	trawl
-shaped (u.m.)	heavy	trades	folk	boat
shot	kick	man	man	net
sore	knot	people	tray	#cloth
tack	knotted	#union	maker	tray
tacked	light	#unionism	trawl	#cloth
tie	lighted	woman	tray	maker
tied	line	traffic	tread	board
tip	liner	-mile	mill	mill
#twister	lofty	way	wheel	treasure
-twisting (u.m.)	maker	tragic (c.f.)	-filled (u.m.)	#house
work	making	<i>all one word</i>	#laden (u.m.)	#ship
tool	man (n.)	trail	#trove	#trove
bag	mark	blazer	treary	bound
#belt	mast	blazing	bound	breaker
box	milk	breaker	-bred (u.m.)	breaking
builder	most	maker	#clerk	maker
building	notch (nonliteral)	making	#crier	making
#chest	notcher	-marked (u.m.)	-dotted (u.m.)	sealed (u.m.)
#designer	piece	side	folk	tree
dresser	raff	sight	gate	#belt
fitter	rope	wise	goer	-clad (u.m.)
#grinder	sail	train	going	fish
-grinding (u.m.)	-secret (u.m.)	bearer	hall	holder
#handle	#sergeant	bolt	house	hopper
head	-shaped (u.m.)	boy	like	#line
holder	side (naut.)	fellow	lot	-lined (u.m.)
holding	soil	man	#meeting	maker
house	stone	people	ship	making
kit	tail (v.)	toy	side	man
maker	#timber (naut.)	#dog	site	nail
making	work	house	talk	-ripe (u.m.)
mark	topo (c.f.)	land	ward	scape
marking	<i>all one word</i>	maker	wear	#toad
plate	topsy-turvy	making	-weary (u.m.)	top
post	torch	man	woman	#trunk
#press	bearer	yard	yard	trailing
rack	bearing	towns	stop	#camp
room	#dance	boy	time	#ship
#set	fish	fellow	way	tram
setter	#holder	man	yard	-borne (u.m.)
slide	light	people	training	car
smith	lighted	toy	#camp	line
#steel	like	#dog	#ship	load
stock	lit	house	car	man
stone	man	land	-borne (u.m.)	man
tooth	#song	maker	line	road
ache	torpedo	making	load	smith
aching	#boat	man	man	way
achy	#mine	shop	rail	wayman
#and #nail	plane	-sized (u.m.)	road	yard
bill	#room	town	smith	trans (pref.)
-billed (u.m.)	#tube	tracheo (c.f.)	way	a.pine
brush	torquemeter	<i>all one word</i>	wayman	atlantic
drawer	toss	trachy (c.f.)	trans (pref.)	-Canadian, etc.
drawing	pot	<i>all one word</i>	a.pine	pacific
mark	up (n., u.m.)	track	barrow	uranic
-marked (u.m.)	touch	barrow	atlantic	<i>rest also one word</i>
paste	#and #go	#brake	-Canadian, etc.	transit
pick	back (n., u.m.)	#gage	transit	ball
plate	down (n., u.m.)	hound	ply (u.m.)	door
powder	hole	layer	statc, etc.	fall
proof	line	laying	<i>rest one word</i>	#hatch
puller	-me-not (n., u.m.)	mark	transit	light
-pulling (u.m.)	#method	master	#time	line
-set (u.m.)	pan	-mile	trap	maker
-shaped (u.m.)	reader	shifter	ball	making
#shell	stone	sick	door	#nest
some	up (n., u.m.)	side	man	-nester
wash	wood	walker	rock	shoot
work	writer	walking	shooter	shooting
top	writing	way	stick	trim
#brass	tough	work	trade	-cut (u.m.)
cap (n.)	head (duck)	trade	#board	-dressed (u.m.)
coat	-headed (u.m.)	craft	bound	-looking (u.m.)
coated	hearted	in (n., u.m.)	craft	stone
coating	-looking (u.m.)	-laden (u.m.)	-in (n., u.m.)	
cutter	-skinned (u.m.)	-made (u.m.)	-laden (u.m.)	
#dog	tow		-made (u.m.)	
-drain (v.)	boat			
#drawer	#car			

trinitro (c.f.) <i>all one word</i>	trunk back fish line maker nose room #steamer way	tune maker making out (n., u.m.) up (n., u.m.)	twelve fold month penny (nail) score	U-boat U
trip -free (u.m.) #gear hammer #rate sill wire tripestone	triple -acting (u.m.) back (sofa) -branched (u.m.) -edged (u.m.) fold #play tail (fish) -tailed (u.m.) tree (n.)	tunnel -boring (u.m.) maker making man -shaped (u.m.) way	twenty -first fold leaf -one penny (nail)	ultra (pref.) -a m b i t i o u s -atomic, etc. -English, etc. high #frequency -high-speed (u.m.) #valorem, #vires, etc. <i>rest one word</i>
trophy (c.f.) <i>all one word</i>	trust #beam bound maker making work	turf bound -built (u.m.) -clad (u.m.) -covered (u.m.) man	twice -born (u.m.) -reviewed (u.m.) -told (u.m.)	un (pref.) -American, etc. called-for (u.m.) beard-of (u.m.) -ionized (u.m.) self-conscious sent-for (u.m.) thought-of (u.m.) thought-on (u.m.) <i>rest one word</i>
troop fowl ship #train	truth -fled (u.m.) lover seeker -seeking (u.m.) teller telling	turkey back #bizzard #gobbler -red (u.m.) #trot	twin #boat born -engined (u.m.) fold -jet (u.m.) -motor (u.m.) -screw (u.m.) #ship	under age (deficit) age (younger) (n., u.m.) #contract coveerman #cultivation (till- age) cultivation (insuf- ficient) (pref.) #oath #obligation #orders #secretary -secretaryship #suspicion way <i>as prefix, one word</i>
trophy (c.f.) <i>all one word</i>	try house -on (n., u.m.) out (n., u.m.) pot sail square works	Turko (c.f.) -Greek, etc. <i>rest one word</i>	twine bound -colored (u.m.) cutter holder maker making #spinner	uni (c.f.) -univalent <i>rest one word</i>
trouble -free (u.m.) -haunted (u.m.) maker making man proof shooter shooting some	tub #butter fast fish maker making man -shaped (u.m.) #thumper	turn about (n., u.m.) about-face again (n., u.m.) around (n., u.m.) back (n., u.m.) buckle cap coat cock down (n., u.m.) gate -in (n., u.m.) key off (n., u.m.) out (n., u.m.) over (n., u.m.) penny pike plate plow round (n., u.m.) row screw server sheet skin sole spit stille stitch stone (bird) table tail -to (n.) under (n., u.m.) up (n., u.m.) wrest	two -a-day (u.m.) -along (bookbind- ing) (n.) -decker -faced (u.m.) fold -handed (u.m.) penny (nail) -piece (u.m.) -ply (u.m.) score -seater some -spot -step (dance) -striper -suiter -thirder -up (n., u.m.) -way (u.m.) -wheeler	union #card -made (u.m.) man #shop
trough room way	tub -eyed (u.m.) -fed (u.m.) form (u.m.) head hearted maker making man -nosed (u.m.) #plate #sheet smith work works	turned -back (u.m.) -down (u.m.) -in (u.m.) -on (u.m.) -out (u.m.) -over (u.m.) turner-off	tympo (c.f.) <i>all one word</i>	unit #fraction #price -set (u.m.)
trout bird -colored (u.m.) -famous (u.m.) fly #stream	tuberculo (c.f.) <i>all one word</i>	turner-off	type case cast caster casting cutter cutting face founder foundry #genus -high (u.m.) holder #metal #page script set setter setting write (v.) writer writing written	up along (adv.) -anchor (u.m., v.) -and-coming (u.m.) #and #up beat bow coast country (adv., u.m.) end (v.) grade gradient keep lift lock #oars -over (u.m.) patient rate river stairs state stream street swing take -to-date (u.m.) town trend turn wind
trout bird -colored (u.m.) -famous (u.m.) fly #stream	tube (c.f.) -ovarian <i>rest one word</i>	turner-off	tyro (c.f.) <i>all one word</i>	
trowel beak (bird) man	tuft bunter hunting	turret #deck #gun head #ship		
truce breaker breaking maker making -seeking (u.m.)	tug boat boatman #of #war	turtle back dove -footed (u.m.) neck (u.m.) #shell stone		
truck borne (u.m.) driver #farm line load man -mile owner #tractor #trailer way	tumble bug down (n., u.m.)			
true -aimed (u.m.) #bill -blue (u.m.) born bred -eyed (u.m.) -false hearted love (n., u.m.) penny (n.) #time	tuna fish #oil			

upper case (printing) cased (printing) #class classman crust (n., u.m.) cut #deck #grade #hand handism most #world urano (c.f.) <i>all one word</i> uretero (c.f.) <i>all one word</i> urethro (c.f.) <i>all one word</i> uro (c.f.) <i>all one word</i> utero (c.f.) <i>all one word</i>	vellum -bound (u.m.) #cloth -covered (u.m.) velvet breast (bird) -crimson (u.m.) -draped (u.m.) #finish -green (u.m.) hearted maker making -pile (u.m.) work vent #drill hole ventri (c.f.) <i>all one word</i> ventro (c.f.) <i>all one word</i> verse -commemorated (u.m.) craft maker making man monger mongering smith vertebro (c.f.) <i>all one word</i> vesico (c.f.) <i>all one word</i> vibro (c.f.) <i>all one word</i> vice #admiral -admiralty #consul -consulate -consulship gerency gerent #governor -governorship #minister -ministry -presidency #president -president-elect -presidential #rector -rectorship regal -regency #regent royal royalty #versa #warden -wardenship view #angle finder point vile hearted -natured (u.m.) vine -clad (u.m.) -covered (u.m.) dresser growing land stalk yard vinegar -flavored (u.m.) -hearted (u.m.) maker -making (u.m.) -tart (u.m.) violet -blue (u.m.) -colored (u.m.)	violet—con. -ear (bird) -eared (u.m.) #ray -rayed (u.m.) #water wood violin #case maker making -shaped (u.m.) viper fish -headed (u.m.) virtue -armed (u.m.) proof wise viscero (c.f.) <i>all one word</i> vitreo (c.f.) <i>all one word</i> vitro (c.f.) -clairain -di-trina <i>rest one word</i> vivi (c.f.) <i>all one word</i> volley ball #fire volt ammeter -ampere -coulomb meter ohmmeter -second volta (c.f.) <i>all one word</i> vote -casting (u.m.) getter -getting (u.m.) monger vow -bound (u.m.) breaker breaking maker making -pledged (u.m.) vulvo (c.f.) <i>all one word</i> W -engine -shaped -type W-surface wafer #cutter maker making #sheet work wag beard tail tongue wit wage #earner -earning (u.m.) #scale work worker working wagon -headed (u.m.) load maker making man master smith #train	wagon—con. way wayman work wright yard waist band belt cloth coat coated coating -deep (u.m.) -high (u.m.) line waiting #list #man #period #room #woman walk around (n., u.m.) away (n., u.m.) -on (n., u.m.) out (n., u.m.) over (n., u.m.) up (n., u.m.) way walkie-talkie wall bird board bound eye (n.) eyed flower girt -like -painting (u.m.) paper papering piece plate -sided (u.m.) work walled -in (u.m.) -up (u.m.) war bird book craft #dance -disabled (u.m.) -flamed (u.m.) fare head head (nonliteral) like -made (u.m.) maker making monger mongering mouth (fish) path plane proof ship #song -swept (u.m.) #time (clock) time (duration) -weariad (u.m.) #weariness -weary (u.m.) work worker worn #worthiness worthy ward heeler maid robe room	ward—con. ship #walk ware house houseman maker making man room warm blooded -clad (u.m.) hearted house (hothouse) up (n., u.m.) warmed-over (u.m.) wash basin basket beard bowl brush cloth -colored (u.m.) day down (n., u.m.) #goods house -in (n., u.m.) land maid man off (n., u.m.) out (n., u.m.) pot rag room #sale shed stand tail (bird) tray trough tub up (n., u.m.) way woman work washed -out (u.m.) -up (u.m.) washer man woman waste basket board box land leaf (bookbind- ing) making man paper #pipe #plug proof way weir wood word worker yard watch #bell #bill boat box case #chain cry dog -free (u.m.) glass #hand house keeper maker
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watch—con.	water—con.	way—con.	wedge—con.	west—con.
making	scape	-laying	-shaped (u.m.)	most
man	shed	leave	wise	-northwest
mate	shoot	maker	weed	#side
#spring	sick	man	-choked (u.m.)	-sider
tower	side	mark	-hidden (u.m.)	ward
woman	skin	mate	hook	wet
word	#snake	post	killer	back
work	-soak (v.)	side	killing	bird (finch)
water	-soaked (u.m.)	-sore (u.m.)	week	#bulb
bag	-soaking (u.m.)	#train	day	-cheeked (u.m.)
baillage	-soluble (u.m.)	-up (n., u.m.)	end	-clean (v.)
bank	spout	ward	-ender	land (u.m.)
bearer	stain	-wearied (u.m.)	-ending (u.m.)	-nurse (v.)
-bearing (u.m.)	stained	-weary (u.m.)	long (u.m.)	pack
-beaten (u.m.)	#table	wise	-old (u.m.)	wash
-bind (v.)	tight	worn	work	whale
blink	tightness	weak	weigh	back
#blister	#tower	-backed (u.m.)	bridge	-backed (u.m.)
bloom	#tube	brained	bridgeman	bird
board	#wagon	-eyed (u.m.)	house	boat
#body	wall	fish	-in (n., u.m.)	bone
bok	#wave	handed	lock	boned
borne	way	headed	man	-built (u.m.)
#bottle	#wheel	hearted	master	head (bird)
bound	wise	-kneed (u.m.)	out (n., u.m.)	-headed (u.m.)
boy	work	minded	shaft	like
buck	worker	mouthed	well	man
chat (bird)	works	#side	-being (n.)	-mouthed (u.m.)
#closet	worn	#sister	-beloved (u.m.)	#oil
color	watt	wealth	-born (u.m.)	ship
-colored (u.m.)	-hour	maker	-bound (u.m.)	wharf
-cool (v.)	meter	making	-bred (u.m.)	#boat
-cooled (u.m.)	-second	monger	-clad (u.m.)	hand
#cooler	wattle	-producing (n.m.)	curb	head
course	bird	-proud (u.m.)	-deserving (u.m.)	holder
craft	work	weapon	-doer	land
#cure	wave	maker	-doing (n., u.m.)	man
doe	#antenna	making	-drained (u.m.)	master
dog	-cut (u.m.)	proof	-drilling (u.m.)	owner
-drinking (u.m.)	form	weasel	#field	#rat
drop	guide	-faced (u.m.)	-grown (u.m.)	side
fall	-lashed (u.m.)	skin	head	worker
-filled (u.m.)	length	-worded (u.m.)	-headed (u.m.)	what
finder	line	#words	hole	abouts (n.)
flood	making	weather	house	ever
flow	mark	beaten	-informed (u.m.)	-is-it (n.)
fog	meter	blown	-known (u.m.)	not (n.)
fowl	-moist (u.m.)	board	-looking (u.m.)	soever
-free (u.m.)	-on (n., u.m.)	boarding	maker	-you-may-call-it
front	off (n., u.m.)	-borne (u.m.)	making	(n.)
#gage	#rule (printing)	bound	man	wheat
gate	-swept (u.m.)	break	-meaner	bird
head	-worn (u.m.)	cock	-nigh (u.m.)	cake
hole	wax	#eye	-off (u.m.)	-colored (u.m.)
horse	bill	fish	-read (u.m.)	ear
house	-billed (u.m.)	#gage	-set-up (u.m.)	eared
-inch	bird	glass	spring	-fed (u.m.)
#jacket	chandler	going	-spoken (u.m.)	field
-laden (u.m.)	cloth	-hardened (u.m.)	stead	grower
lane	-coated (u.m.)	#house	thought-of (u.m.)	land
leaf	-headed (u.m.)	maker	-thought-of (u.m.)	#pest
leave	hearted	making	-thought-out	-rich (u.m.)
#level	maker	man	(u.m.)	rust
line	making	#map	-to-do (u.m.)	stalk
-lined (u.m.)	man	-marked (u.m.)	-wisher	wheel
load	#paper	most	-wishing (u.m.)	band
locked	#stone	proof	-worn (u.m.)	barrow
log	work	proofed	yard	base
logged	worker	proofing	welt	bird
logger	working	-stain (v.)	geist	box
logging	worm	strip	politik	chair
#main	-yellow (u.m.)	-stripped (u.m.)	schmerz	-cut (u.m.)
man	way	-stripping (u.m.)	#seam	going
mark	back (n., u.m.)	tight	welterweight	horse (nonliteral)
master	beam	wise	were	house
melon	bill	worn	-animal	#load
meter	book	web	-ass	-made (u.m.)
phone	#car	-fingered (u.m.)	bear	maker
plane	down (n., u.m.)	foot	calf	making
plant	farer	-footed (u.m.)	folk	man
pot	faring	maker	wolf	plate
power	fellow	making	west	power
proof	#freight	#press	bound	race
proofed	going	work	-central (u.m.)	road
proofer	house	wedge	#end	#scraper
proofing	laid	bill	-faced (u.m.)	smith
quaske	lay	-billed (u.m.)	going	spin
-rot (v.)	layer	like	land	stitch

wheel—con.	whisk	wicket	wind—con.	wine—con.
way	broom	keeper	firm	shop
work	#tail	keeping	fish	skin
-worn (u.m.)	whistlestop	wide	flow	taster
wright	white	-angle (u.m.)	#force	tester
when	back	-awake (u.m.)	gall	vat
abouts (n.)	bait (fish)	#gape	-galled (u.m.)	wise
ever	beard (n.)	-banded (u.m.)	#gape	wing
-issued (u.m.)	belly	hearted	hole	band
soever	bill	mouthed	house	bar
whencesoever	bird	-open (u.m.)	-hungry (u.m.)	#bay
where	#book (diplomatic)	spread	jammer	beat
abouts	cap (n.)	-spreading (u.m.)	jamming	bolt
after	capper	work	lass	bone
as	coat (n.)	widow	line	borne
at	-collar (u.m.)	#bird	load	bow
by	-collared (u.m.)	hood	mill	#car
for	comb (n.)	maker	pipe	#case
fore	corn	man	-pollinated (u.m.)	#cell
from	#count	width	power	#chair
in	-ear (bird)	way	proof	#collar
insoever	-eared (u.m.)	wise	#puff	cut
into	-eye (bird)	wife	#pump	#dam
of	-eyed (u.m.)	bound	-rode (u.m.)	#deck
on	face	hood	row	fish
over	-faced (u.m.)	killer	screen	#flap
soever	fish	-ridden (u.m.)	-shaken (u.m.)	-footed (u.m.)
through	#flag	wig	sbiel	handed
to	foot (n.)	maker	shock	-heavy (u.m.)
under	-footed (u.m.)	making	side	#jam
upon	#gold	tail	sleeve	load
with	#goods	wag	sock	-loading (u.m.)
withal	handed	wagger	speed	-loose (u.m.)
wherever	-bard (u.m.)	wild	stop	man
whet	head	#boar	storm	mate
#slate	-headed (u.m.)	cat (n.)	stream	#net
stone	#heat	catter	sucker	nut
whew	-hot (u.m.)	-eyed (u.m.)	sucking	over (n., u.m.)
beard	#lead	fire	sweet	#pad
-bearded (u.m.)	#lie	fowl	throw	piece
face	like	-grown (u.m.)	tight	#plow
faced	#lime	#land	#tunnel	power
which	minded	life	up (n., u.m.)	frail
ever	out (u.m., v.)	#man	ward	#sac
soever	pot	wind	way	#screw
whiffletree	rump (bird)	wood	worn	seed
whip	#slave	will	winder	-shaped (u.m.)
bird	smith	-less	-on	#shell
cord	stone (mineral)	maker	#rod	-shot (u.m.)
crack	tail	making	window	#slot
cracker	-tailed (u.m.)	-o'-the-wisp	breaker	span
craft	throat (bird)	power	-breaking (u.m.)	spread
-graft (v.)	-throated (u.m.)	-strong (u.m.)	#cleaner	stub
#band	tip	willinghearted	-cleaning (u.m.)	-swift (u.m.)
lash	top (n.)	willow	#dresser	#tie
maker	vein	-grown (u.m.)	-dressing (u.m.)	tip
making	ware	like	#glass	top
man	wash	-shaded (u.m.)	maker	walker
-marked (u.m.)	washed	ware	making	wall
post	washer	wilt	man	-weary (u.m.)
saw	washing	#disease	pane	wide
sawed	way	-resistant (u.m.)	peeper	winter
sawing	wing	wind	#shade	-beaten (u.m.)
sawyer	who	bag	-shop (v.)	bound
-shaped (u.m.)	ever	bagged	#shopper	-clad (u.m.)
#snake	so	bagger	-shopping (u.m.)	-fallow (v.)
socket	soever	ball	#work	-fed (u.m.)
staff	whole	blown	wine	iced
stalk	-headed (u.m.)	borne	bag	#green (color)
stall	hearted	bound	ball	green (plant, etc.)
stick	#hog	brace	bibber	#hardness
stitch	-hogger	bracing	bibbing	-hardy (u.m.)
stock	sale	break	-black (u.m.)	kill
tail	saler	breaker	#cask	killed
-tailed (u.m.)	-skinned (u.m.)	breaking	-colored (u.m.)	killing
-tom-kelly (bird)	some	broach	conner	-made (u.m.)
whipper	-souled (u.m.)	broken	-drinking (u.m.)	#oats
-in	-spirited (u.m.)	burn	glass	proof
snapper	#stitch	catcher	glassful	#rye
tail	#works	-chapped (u.m.)	grower	-sown (u.m.)
whirl	whom	chill	growing	tide
about (n., u.m.)	so	clothes	-hardy (u.m.)	time
blast	soever	#cloud	house	#wheat
#drill	whooping #cough	#cone	maker	-worn (u.m.)
pool	wicker	#drift	making	wire
-shaped (u.m.)	ware	fall	pot	bar
wig	work	fallen	#press	bird
wind	-woven (u.m.)	fast	-red (u.m.)	borne
whirlybird		-fertilized (u.m.)	seller	bound

wire —con. #caged (u.m.) #cloth #cut (u.m.) cutter cutting dancer dancing draw (v.) drawer drawing drawn #edge #edged (u.m.) #gage hair (dog) #haired (u.m.) house less #line maker making man #mark photo puller pulling #rope smith spun stitch #stitched (u.m.) #stitcher #stitching (u.m.) tail (duck) #tailed (u.m.) tap tapped tapper tapping walker walking way work worker working works worm #wound (u.m.)	woe begone #laden (u.m.) worn wolf #eyed (u.m.) #fish hound pack skin woman folk hearted hood kind like power womenfolk wonder land #stricken (u.m.) strong #struck (u.m.) work worker working worthy wood bark (color) bin hined block bound box #built (u.m.) #cased (u.m.) chat (bird) chipper chopper chuck cock craft crafter cut cutter cutting #engraver #engraving #fiber fish grub hole horse house hung (u.m.) jobber (bird) land #lined (u.m.) lot man #nymph #paneled (u.m.) #paper pecker pile #planing (u.m.) print pulp ranger #rip (bird) rock #rot shed shop side skin stock stone #stove #tbrush #tick turner #turning (u.m.) wall (bird) #walled (u.m.) wind (music) work worker	wood —con. working yard wooden head (n.) headed #hulled (u.m.) ware #weary (u.m.) woodsman wool #clip fell #flock gatherer gathering grader grower growing head #laden (u.m.) #lined (u.m.) man pack packer press shearer shearing shears shed skin sorter sorting sower #stapler stock washer #waste wheel #white (u.m.) winder work worker working woolly #coated (u.m.) #headed (u.m.) #looking (u.m.) #white (u.m.) word #blind (u.m.) book bound builder building catcher catching #clad (u.m.) #class craft craftsman #deaf (u.m.) jobber list maker making man manship monger mongering #perfect (u.m.) play seller slinger slinging smith work aday (n., u.m.) #and-turn (u.m.) away (n., u.m.) bag basket bench book box #cure day #driven (u.m.) fellow	work —con. flow folk #force girl hand #hardened (u.m.) horse #hour (u.m.) house housed load man manlike manship master out (n., u.m.) pan people piece place power room sheet shoe shop #shy (n., u.m.) #shyness site #song space spacing #stained (u.m.) stand stone stream table time up (n., u.m.) ways #weary (u.m.) week wise woman worn yard working #day #load man #room woman world beater beating #conscious (u.m.) #consciousness #line maker making #power proof quake self #weary (u.m.) wide wise worm #eaten (u.m.) #eating (u.m.) #gear hole holed proof #riddled (u.m.) #ripe (u.m.) seed shaft #wheel wood worn down (u.m.) out (u.m.) outness worrywart worth while (n., u.m.) #while (adv.) whiteness	wrap around (n., u.m.) #up (n., u.m.) wreath #crowned (u.m.) maker making work wreck #buoy fish #free (u.m.) master wring bolt staff wrist band bone drop fall lock pin plate watch work write back (n., u.m.) #in (n., u.m.) off (n., u.m.) up (n., u.m.) writing #desk #room wrong doer doing #ended (u.m.) #font headed hearted #minded (u.m.) #thinking (u.m.) wrought #iron #up (u.m.) wry bill #billed (u.m.) #faced (u.m.) #looking (u.m.) mouth (fish) #mouthed (u.m.) neck #set (u.m.) tail (bird)	X #body #disease #ray #virus X-shaped xantho (c.f.) all one word xeno (c.f.) all one word xero (c.f.) all one word xylo (c.f.) all one word	Y #chromosome #potential Y #joint #level #shaped #track #tube yachts man woman Yankee #Doodle land
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yard	yellow	yellow—con.	young—con.	zero—con.
arm	back	throat (bird)	-looking (u.m.)	-dimensional (u.m.)
-deep (u.m.)	-backed (u.m.)	-throated (u.m.)	-manlike	gravity
-long (u.m.)	-bellied (u.m.)	top	-old	#hour
man	belly	ware	-womanhood	zig
master	#berry	yes	youth	zag
stick	bill (bird)	-man	like	zagged
-wide (u.m.)	-billed (u.m.)	-no	tide	zinc
yaw	bird	yester	yule	-coated (u.m.)
meter	crown (bird)	day	#log	#etching
-sighted (u.m.)	#fever	year	tide	-white (u.m.)
year	fin (fish)	yoke		zoo (c.f.)
bird	fish	fellow	Z-bar	<i>all one word</i>
book	-green (u.m.)	mate	Z-chromosome	zoologico (c.f.)
day	hammer (bird)	mating		<i>all one word</i>
end	head (bird)	-toed (u.m.)	zebra	zygo (c.f.)
-hour (u.m.)	-headed (u.m.)	wood	fish	<i>all one word</i>
long (u.m.)	legs (bird)	young	like	zygomatico (c.f.)
-old (u.m.)	#race	-eyed (u.m.)		-orbital
-round (u.m.)	rump (bird)	-headed (u.m.)	zero	<i>rest one word</i>
	tail (fish)	hearted	axial	zymo (c.f.)
	-tailed (u.m.)	-ladylike	#beat	<i>all one word</i>

NOTES

- bunnymouth
 burclover
 burdock
 bur-marigold
 bur-ragweed
 burreed
 bur-sage
 bur-snakeroot
 bushclover
 bush-cranberry
 bush-honeysuckle
 bushmint
 bushpepper
 bushpoppy
 bushrope
 butchersbroom
 butter-and-eggs
 butter #bean
 butterbough
 butterfly-pea
 butter-rose
 buttonball
 buttonclover
 button-snakeroot
- cajeput-tree
 calabash-tree
 calaba-tree
 calamondin
 calkill
 California-laurel
 California-nutmeg
 California-poppy
 camphor-tree
 canarybalm
 candlenut-tree
 candytuft
 canistel
 Canterbury-bells
 canyon-poppy
 cape-cowslip
 cape-geeseberry
 cape-honeysuckle
 cape-jasmine
 cape-marigold
 cape-pondweed
 cape-weddingflower
 Carolina-jessamine
 Carolina-vanilla
 cassabanana
 cassiabark-tree
 cassiaflower-tree
 castor-aralia
 catbrier
 catchfly-gentian
 catclaw
 catjang-pea
 cats-ear
 catsfoot
 cattail
 cavenia
 celandine-poppy
 chaff-flower
 chainfern
 chalice-vine
 chaste-tree
 checkerbloom
 checkermallow
 cherryblossom
 cherry-laurel
 cherry-orange
 cherrystone
 chickpea
 chicory
 Childs (gladiolus, etc.)
 Chile-ageratum
 Chile-bells
 Chile-guava
 Chile-jasmine
 Chile-nettle
 Chileo (strawberry,
 etc.)
 China-aster
 China-fir
 China-laurel
 Chinese-houses
 Chinese-poppy
- chokecherry
 Christ-eye
 Christ-thorn
 Christmas-rose
 cigarbox-cedar
 cinquefoil
 cleavers
 cliffbrake
 cliffrose
 cloth-of-gold
 cloven-lip
 clubmoss
 cluster-amaryllis
 cobblerthumb
 cocaine-tree
 cockscomb-yam
 cocks-eggs
 cocoplum
 comfrey
 conehead
 confederate-jasmine
 coontail
 cootamundra
 coppertip
 corabells
 coralblow
 coraldrops
 corkwing
 corncockle
 cornelian-cherry
 corn-marigold
 cornsalad
 cotton-sedge
 cottonthistle
 Coventry-bells
 cowcockle
 cowheel
 cowitch
 cowparsley
 cowparsnip
 cowpea
 cowslip
 cowntongue
 cow-tree
 cownwheat
 crabapple
 crabble-orchid
 cranberry-gourd
 cranesbill
 crape-jasmine
 crapemyrtle
 crawfoot
 creamcups
 creamfruit
 creamsacs
 creeping-charlie
 creeping-devil
 creeping-jenny
 Cretan-mullein
 cricketbat
 crimson-eye
 crimson-flag
 crocus
 crowfoot
 crownbeard
 crown-daisy
 crown-imperla
 crown-jetch
 crowwings
 crucifixion-thorn
 crystal-tea
 cucumber-root
 culvers-physic
 Cupids-dart
 custard-apple
 cutcollar
 cypress-pine
- Dalls (grass, etc.)
 dames (rocket, etc.)
 dammarpine
 danesblood
 darkeye
 darling-plum
 dasheen
 dateplum
 datil
 dawnrose
- dayglow
 deadnettle
 deathcamas
 deerhair
 deerstongue
 derveitch
 desertbeauty
 desertcandle
 desertholly
 desertprimrose
 desert-willow
 devilsclaw
 devilsclaw
 devils-paintbrush
 devils-pincushion
 devils-shoestring
 devilstongue
 devils-walkingstick
 Diels (cotoneaster, etc.)
 dimplecone
 ditchfoot
 ditch-sunflower
 dock
 dogbrier
 dogfennel
 dogtail
 doublefile
 doubleflowering
 doubleray
 doubletooth
 Douglas-fir
 dovefoot
 doveplum
 dracena
 dragonhead
 duckpotato
 duncecap
 dusty-miller
 Dutchmans-breeches
 Dutchmans-pipe
 dwarf-dandelion
- eardrops
 earthgall
 earthstar
 earthtongue
 Easter-bells
 Eca (rose, etc.)
 elephanthead
 elkclip
 epaulette-tree
 evening-primrose
 evening-snow
 evening-star
 evergold
 evergreen-grape
 everlasting
 eyebalm
 eyebright
- fairybells
 fairywand
 fall-daffodil
 fall-dandelion
 false-arborvitae
 false-azalea
 false-camomile
 false-carrot
 false-dragonhead
 falseflax
 false-hellebore
 false-indigo
 false-mastic
 false-mesquite
 false-olive
 false-spirea
 false-tamarix
 false-yarrow
 fanscale
 farewell-to-spring
 featherfleece
 featherfoil
 feather-hyacinth
 featherpetal
 feather-top
 fernbrake
 fernshaw
- fernspray
 feterita
 fieldcress
 fieldmadder
 figmarigold
 finetooth
 firemoss
 firepink
 fishhooks
 fishpoison-tree
 fiveblade
 fivecoil
 fivefinger
 fivestamen
 flamboyant-tree
 flamepoppy
 flameray
 flat-sedge
 floatingheart
 floptop
 Florida-boxwood
 flowerfence
 flowering-rush
 flower-of-an-hour
 flower-of-Jove
 fogfruit
 forget-me-not
 fourcolor
 four-o'clock
 fourstamen
 fourwing
 foxchop
 foxfeet
 foxglove
 foxtail #grass
 Franciscan-nightshade
 fringe-bell
 fringe-orchid
 frogbit
 frogfoot
 fullers #teasel
 fullmoon
- gallwind
 garambullo
 gayfeather
 gaywings
 ghostpipe
 giantfennel
 giantgroundsel
 gill-over-the-ground
 giltedge
 globe-amaranth
 globe-cone
 globedaisy
 globemallow
 globethistle
 globe-tulip
 gloriosa
 glorybower
 goatsbeard
 goatsrue
 goldband
 goldbeard
 goldblotch
 gold-dust
 goldedge
 golden-aster
 goldenback
 goldenball
 goldenbeard
 goldenbowl
 goldenchain
 goldenclub
 golden-eyed-grass
 goldenfeather
 goldenfleece
 goldenglow
 goldenlarch
 goldenlocks
 goldenmoon
 goldenpert
 goldenplume
 goldenrain-tree
 goldenrod
 goldenseal
 golden-shower
 goldenstar

goldentop	honeybloom	kudzu	meadowsweet
goldentuft	honeycloust	kwanso (daylily, etc.)	mealymat
goldentwig	honeysuckle	kyushu (azalea, etc.)	Melwa (kumquat, etc.)
goldenwave	hophornbeam		merrybells
goldenyellow	hopsage		Mexican-buckeye
goldeye-grass	hornbeam	Labrador-tea	Mexican-clover
goldfields	hornpoppy	laquer-tree	Mexican-orange
goldhair	horsebalm	ladies-tresses	Mexican-star
Goldie (fern, etc.)	horsechestnut	ladybell	Mexican-tea
goldmoss	horse-eye	ladyslipper	Michaelmas-daisy
goldspot	horsegentian	ladysmantle	milfoil
goldstripe	horsemint	ladysthumb	milkthistle
goldthread	horseneettle	lambkill	milk vetch
goldtip	horsepipe	lambquarters	milo
goldtwig	horseradish	lap-love	mistmaiden
goldvein	horseradish-tree	largetooth	miyama
good-King-Henry	horsetail	lavender-cotton	mock-cucumber
gooseberry-tree	horsetail-tree	leaf-flower	mockorange
goosefoot	hotin dstongue	lemon-verbena	mock-strawberry
goosetongue	house-amaryllis	lignumvitae	Molucca-balm
grains-of-paradise	houseleek	lilybasket	mombin
grape-hyacinth	hummingbird-trumpet	lily-of-the-valley	momi
grass-pink	hyacinth-bean	lima bean	monkeycomb
grasswidow	hydrangea-vine	limequat	monkeypuzzle
gravel-bind		lions-ear	monkshood-vine
graybox		little-pickles	monreale
Grays (lily, etc.)	ilama	live-ever	Moore (agapanthus, etc.)
Greek-valerian	incense-cedar	liveforever	moosetongue
greenbrier	India-almond	liver-balsam	moraea
green-ebony	India-elm	living-rock	morning-glory
greenfire	India-hawthorn	lizardtail	moso
greenheart	India-mulberry	loblolly-bay	mosquitobill
green-net	Indian-fig	loggerheads	mosquitotrap
greenscale	Indian-physic	London-pride	moss #rose
greensides	Indian-pipe	longbarb	moth-orchid
greenstem	Indian-potato	longcluster	mountain-ash
greenthread	Indian-tobacco	longlip	mountain-bluet
greentwig	Indian-warrior	Longs (grape, etc.)	mountain-dandelion
greenvein	Indian-wheat	longspine	mountainheath
groundcedar	ironhead	longstalk	mountain-holly
groundcherry	ivory-leaves	longtube	mountain-holly
ground-ivy	ivy-arum	lookingglass	mountain-laurel
groundpine	ivybells	loosestrife	mountain-lilac
groundsmoke	ivy-gourd	lords-and-ladies	mountain-mahogany
guamachil	ivy-vine	loveman	mountain-mint
Guiana-chestnut		lyonshrub	mouse-ear
gumbo-limbo	jaburan		mousetail
gum-myrtle	jackfrost	Madden-cherry	Moyes (rose, etc.)
gunbright	jackfruit	Madeira-bay	mudbank
guttapercha	jack-in-a-box	Madeira-vine	mullein
	jack-in-the-pulpit	M a g d a l e n a (mock orange, etc.)	mundi-root
hair-grass	Jacobs-rod	mahala-mats	Mupin (cotoneaster, etc.)
hairyhead	Jambolan-plum	maidencane	muskplox
halfhigh	Jerusalem-artichoke	maidencane-tree	musk #rose
halfmoon	Jerusalem-cherry	Malabar-nut	myrtle-of-the-river
halfskirt	Jerusalem-oak	Malabar-plum	
hardbeam	Jerusalem-sage	Malay-apple	Narbonne (flax, etc.)
hardhack	Jerusalem-thorn	malu-creeper	narihira
hard-iron	jethead	mame (cherry, etc.)	Natal-ebony
hardshell	jobs-tears	mandacaru	navy #bean
harebell	joe-pye-weed	Mangles (everlasting, etc.)	needle-and-thread
harebottle	jointfir	mangrove	needlerush
hares-ear-mustard	jointvetch	maretail	netvein
harestail	Josephcoat	Mardin (iris, etc.)	niggerhead
hartstongue	Joshua-tree	Maries (fir, etc.)	nightblooming
hawkbit	Judas-tree	marshceres	nightcups
hawksbeard	jungle-plum	marsh-elder	nightjasmine
heal-all	jungle-rice	marshfirt	nightplox
healbite	Jupiters-beard	marshmallow	nightshade
heartpetal		marshmarigold	nightstock
hedgehog-coneflower	kafircorn	M a r t e n s (selaginella, etc.)	nimblewill
hedgemustard	karanda	Mascarene (grass, etc.)	ningala
hedgestraw	karo	matilija-poppy	Nippon-bells
henbit	Kartaba (iris, etc.)	Matred	nodfruit
Hercules-club	kasumi (cherry, etc.)	matrimony-vine	nossmart
heronbill	katsura-tree	mayapple	nutgall
Hicks (yew, etc.)	kauri-pine	maybloom	
Himalaya-berry	kei-apple	maypear	ocean-spray
Himalaya-honeysuckle	kidney bean	maypop	Oocone-bells
Hinds (walnut, etc.)	kidneyvetch	Mays (brake, etc.)	ohelo
hoarycress	kittentails	mayten	oldman (fern, etc.)
hogpeanut	knawel	maywings	onespike
hogfennel	kochia	meadowbeauty	orache
hollowstem	kohlrabi	meadowfoam	orange-eye
hollyaster	kolomikta	meadowrue	orange-jasmine
hollygrape	kousa		orange-rose
honeybell			
honeybind			

- organpipe
orobus
Osage-orange
otaksa
owlclover
oxeye-daisy
oxlip
oxtongue
- painted-cup
palma #dulce
paloblanco
paloverde
pansy-orchid
paper-mulberry
paradise-tree
parrotfeather
Parsons (arborvitae, etc.)
partridgefoot
partridgepea
pawpaw
pear-hip
pearfruit
pearlstripe
peashrub
peatpink
pea-tree
peegee
pennycress
pennyrot
pennyroyal
persicary
pheasanteye
pigeonfoot
pigeonpea
pigeon-wheat
pimpernel
pinebarren
pinedrops
pinemat
pinesap
pinkbells
pinkedge
pinkscale
pinkshell
pinkshower
pinkstar
pinkstem
pinkstripe
pinkwax
pin #oak
pinpillow
pinpoint
pinxterbloom
plumepoppy
plum-pine
plum-yew
poets (narcissus, etc.)
pointvetch
poison-hemlock
poison-ivy
poison-oak
poison-sumac
poisonvetch
pond-apple
poneydress
ponyfoot
poor-robins-plantain
poddock
poglove
poppy-mallow
Portugal-laurel
possumhaw
post #cedar
post #locust
post #oak
pot #marigold
Potts (tritonias, etc.)
prairie-clover
prairiegentian
prairiemallow
prairie-smoke
pricklepoppy
prickly-ash
pricklypear
prickly-thrift
pricktimber
pride-of-Madeira
- primrose-willow
princesfeather
princesplume
puckneedle
puffball
purplebell
purplecane
purplecone
purple-eye
purplelady
purplenet
purplespot
purplestem
purplestripe
purpletop
purplewreath
pussy-ears
pussypaws
pussytoes
pussywillow
- quakerladies
Queen-Annes-lace
queen-of-the-night
Queensland-nut
quickbeam
quill-leaf
- rabbitear
rabbiteye
rabbitfoot
rabbittail
ragged-robIn
ramshoad
Rangoon-creeper
rattail
rattlebox
rattlesnake-plantain
rattlesnake-root
redbay
redbead
redbox
redcedar
red-devil
redfish
redflowering
redhelmet
redmaids
red #oak
red-osier
redpepper
red #pine
redrim
redscale
redshanks
redshoot
redspot
redspray
redspur
redstem
redtip
redtop
redtwig
redware
redwool
red-white-and-blue-
flower
Reeves (spirea, etc.)
ricepaper-plant
rigut
riverbank
Rivers (beech, etc.)
rockbeauty
rockbell
rockbrake
rockcress
rockfoil
rockhair
rockjasmine
rockmat
rockpurslane
rockrose
rockspirea
rockspray
rootspine
rosa-montana
rosarypea
- rose-acacia
rosebay
rosegay
rosegentian
rosesallow
rosemary
rosemyrtle
rose-of-heaven
rose-of-Jericho
rosepink
rose-ring
roundbud
round-eared
roundheart
roundlobe
roundtop
runningpine
Russian-olive
Russian-thistle
- sacred-lily
saffron-plum
sagerose
St. Augustine (grass,
etc.)
St.-Bernards-lily
St.-Brunos-lily
St.-James-lily
St. Johns (coontie, etc.)
St.-Johns-wort
St. Thomas tree
salad-rocket
saltcedar
saltmarsh
saltmeadow
salt-tree
sandbar
sandheath
sandhill
sandmint
sandmyrtle
sandplum
sandreed
sandspur
sandstay
sandverbena
sappan
sapsuck-bush
saskatoon
sassafras
satinpoppy
saw-palmetto
sawpetal
sawtooth
scarboro-lily
scarlet-bugler
scarletfunnel
scarletplume
scorpion-senna
Scotch-broom
scouring-rush
screwpine
screwstem
scurf-pea
sea #bean
seaboard
sea-buckthorn
seagrape
seaholly
seakale
sea-lavender
seamoss
sea-onion
seaplum
sea-urchin
seawife
seedgall
selfheal
Seneca-snakeroot
senna-pea
sensitive-pea
setwall
sevenlobe
sevenstars
seven-year-apple
shadblow
shadscale
- sharplobe
sharpscale
sheepfoot
sheepkill
sheep #sorrel
shell #bean
shepherds-purse
shootingstar
shortbeak
shortcluster
shorthair
shortspine
shrub-althea
sidebells
side-oats
silk-oak
silktassel
silktassel-bush
silverbell
silverdust
silveredge
silverhead
silverline
silvermargin
silvernerve
silverplume
silverpurple
silverrod
silverstar
silvervein
singhara-nut
sixweeks
skunkcabbage
skyblue
skydrop
Smalls (penstemon, etc.)
snailclover
snakebeard
snakegourd
snakemouth
snakepipe
snap bean
snapjack
snowbell
snowcloud
snowdrop
snowgarland
snowhill
snow-on-the-mountain
snowpoppy
snow-wreath
soapbloom
Solomon-plume
Solomons-seal
sourclover
soursoy
southernplume
sowbread
sowthistle
Spanish-bayonet
Spanish-dagger
Spanish-moss
Spanish-needles
spatterdock
spearmint
spectacle-pod
speedwell
spider-orchid
spiderweb
spikeheath
spikenard
spikerush
spikesedge
spine-date
spinemallow
spirea
spongegourd
sprangletop
springbeauty
spurgall
spurge-nettle
spurge-olive
spur-valerian
squaw-apple
squawcarpet
squirrelcorn
squirreltail
squirting-cucumber

star-apple	tangletail	two-row	white-ironwood
starbloom	tanoak	two-wing	whitemat
star-bur	tansymustard		white-sapote
starfruit	tansy-ragwort		whitespike
starglory	tea-olive	udo	whitespot
star-gooseberry	tearthumb	umbrella-pine	whitestem
star-grass	Teas (catalpa, etc.)	umbrella-sedge	whitestripo
starjasmine	teaselgourd	umbrella-tree	whitetop
starlights	tea-tree	undergreen	wildbergamot
star-of-Bethlehem	telegraph-plant	urn #moss	wildcabbage
star-thistle	Tennessee-indigo		wild #carrot
steershead	tequila		wildcelery
sticktight	tether-devil	valley-mahogany	wildginger
stiffstem	Texas-plume	Vanhoutte (elm, etc.)	wildgoose
stinging-nettle	thickspike	vegetable-oyster	wild-indigo
stink bell	thimble #lily	Venus-button	wildrice
stinkhorn	thintail	vervain	wildrye
stonebreak	thornapple	vi-apple	wingstem
stonecress	thoroughgrowth	vinca	winter-aconite
stonecrop	thoroughstem	vinespinch	winterbloom
stonegall	thoroughwax	violet-bloom	wintercreeper
stonemint	theadstalk	Virginia-creeper	wintercress
storksbill	three-awn	virgins-bower	winterfat
straightstem	threecoil		winterhazel
strawberry-blite	threecolor		winterweet
strawberry-tree	threelobe		wirelettuce
string #bean	three-seed	wakerobin	wirestem
sugar-apple	threespine	walkingstick	witchbells
sugar #beet	threetip	wallcress	witch-hazel
sugarbird	throughgrow	wandering-Jew	wolftail
sugarcane	tickclover	waterchestnut	woodbetony
sugar #corn	tick-trefoil	waterclover	wood-gossip
sugar #maple	tidemarsh	watercreeper	woodlandstar
sugar-root	tigerfoot	watercress	woodnymph
summer-cypress	tigertail	water-elm	woodruff
summer-fir	timberline	waterhemlock	woodrush
summer-hyacinth	tipu-tree	waterhemlock	Woods (rose, etc.)
summer #squash	toadflax	water-hyacinth	woodsorrel
summersweet	toadpipe	waterhyssop	wood waxen
sundew	toadstool	waterlemon	woollybutt
sundrops	tobira	waterlettuce	woollyhead
sunn-hemp	tomatillo	waterlocust	woolwitch
sunray	tonka-bean	watermarigold	woundworth
sunrose	toringo	watermeal	
supplejack	towelgourd	watermilfoil	yam-bean
Surinam-cherry	trailing-arbutus	waterparsnip	yangtao
swampbay	travelers-joy	waterpepper	yarrow
swampcandle	travelers-tree	waterplantain	gate-tree
swamp-laurel	treacle-mustard	waterpoppo	Yeddo-hawthorn
swamp-pink	treebeard	waterprimrose	yellowband
swamp-privet	treehair	watershield	yellowbeard
swan-orchid	treemallow	watershrub	yellowbell
sweet-anise	tree poppy	water-snowflake	yellow-cedar
sweetbay	tree-spiraea	watersoldier	yellowcress
sweetbells	tree-tomato	waterstar	yellow-edge
sweetbrier	truedwarf (box)	water-stargrass	yelloweye
sweet-cala bash	trumpetcreeper	waterwillow	yellow-eyed-grass
sweetclover	tuberose	waxgourd	yellowflag
sweet #corn	tumblemustard	waxmallow	yellowflax
sweetflag	tung-oil tree	waxmyrtle	yellowfruit
sweetgale	turbantop	wayfaring-tree	yellowheart
sweetgum	turkeymullein	weakleaf	yellownet
sweetpea	turkeysbeard	weaselnout	yellow-oleander
sweetpotato	Turks-cap	weavers-broom	yellow-poplar
sweetshrub	Turks-rug	wedgescale	yellow-rocket
sweetsop	turnip-chervil	Welsh-poppo	yellowspot
sweetspire	turtlebloom	whisperingbells	yellowstripe
sweet-sultan	turtlehead	whitebeam	yellow tip
sweetvetch	twinbloom	whiteblow	yellowvein
sweetwater	twinspur	whitebottle	yellow-vetch
sweet-william	twist-arum	whitebud	yerba-buena
Syrian-privet	twisted-stalk	white-cedar	yerba-del-venado
	twoeclor	whiteclover	yerba-santa
tailgrape	twoeclor	white-edge	Youngs (cypress, etc.)
tanglehead	two-groove	white-eye	

INSECT NAMES

8.6. The following list of insect names is taken from the list of names approved by the Entomological Society of America and serves as a guide to compounding for these specialized terms.

8.7. Except as indicated in the list, names ending in *bug*, *fly*, *hopper*, *roach*, and *worm* are set solid; names with a final element of *ant*, *aphid*, *beetle*, *borer*, *caterpillar*, *louse*, *maggot*, *midge*, *miner*, *mite*, *mosquito*, *moth*, *roller*, *scale*, *thrips*, *tick*, and *weevil* are set as two words.

achemon sphinx	cranberry girdler	Japanese broad-winged katydid	resplendent shield bearer
African mole cricket	currant fruit fly	Jerusalem cricket	rhododendron lace bug
alfalfa looper	currant stem girdler		rhubarb curculio
alfalfa plant bug			rice stink bug
angular-winged katydid	dog flea	lantana gall fly	ring-legged earwig
apple and thorn skeletonizer	Douglas-fir engraver	lantana lace bug	rose chafer
apple curculio	dusky stink bug	larch casebearer	rose curculio
apple leaf skeletonizer		large aspen tortrix	rose root gall
apple red bug	eastern subterranean termite	large milkweed bug	rose-slug
apple seed chalcid	eggplant lace bug	latrine fly	rose stem girdler
apple sucker	eight-spotted forester	leaf crumpler	
Argentine ant	elm calligrapha	leaf-footed bug	saddled prominent
Arizona cotton stainer	elm casebearer	lesser bulb fly	sagebrush defoliator
ash plant bug	elm cockscomb gall	linden looper	Say stink bug
azalea lace bug	elm lace bug	little house fly	screw-worm
	elm sphinx		secondary screw-worm
bald-faced hornet	eupatorium gall fly	Madeira roach	sheep bot fly
balsam-fir sawyer	European chafer	maple leaf cutter	sheep ked
banded woollybear	European chicken flea	maple petiole-borer	silverfish
basswood lace bug	European earwig	maple trumpet skeletonizer	silver-spotted skipper
basswood leaf roller	European fruit lecanium	masked hunter	small milkweed bug
bean leaf skeletonizer	European mantis	meadow plant bug	snowy tree cricket
bed bug		Mediterranean fruit fly	southern buffalo gnat
beech scale	false chinch bug	melon fly	southern green stink bug
birch casebearer	false stable fly	Mexican fruit fly	southern masked chafer
birch skeletonizer	field cricket	Mormon cricket	southern mole cricket
birch tube maker	fiery hunter	mossy rose gall	southern pine sawyer
black blow fly	fig wasp	narcissus bulb fly	Spanish-fly
black cherry fruit fly	filament bearer	narrow-winged mantis	spice-bush swallowtail
black-horned tree cricket	firebrat	negro bug	spined soldier bug
black horse fly	fir engraver	northeastern sawyer	spotted garden slug
black swallowtail	forage looper	northern cattle grub	spotted Mediterranean roach
black widow spider	fork-tailed bush katydid	northern masked chafer	spotted pine sawyer
bloodsucking conenose	Formosan subterranean termite	northern mole cricket	spotted-wing antlion
blue horntail	four-lined plant bug	northern rat flea	squash bug
booklouse	four-spotted tree cricket	nose bot fly	stable fly
boxelder bug	frit fly	oak lace bug	sticktight flea
boxelder psyllid	garden springtail	oak skeletonizer	striped horse fly
boxwood psyllid	garden symphylid	olive fruit fly	Surinam roach
bristly rose-slug	giant hornet	omnivorous leaf tier	swallow bug
broad-winged katydid	giant water bug	one-spot stink bug	sycamore lace bug
brown-banded roach	golden-eye lacewing	onion plant bug	
brown stink bug	grape cane gall maker	orange-dog	tarnished plant bug
bumelia fruit fly	grape colaspis	orange tortrix	three-cornered alfalfa hopper
	grape curculio	Oregon fir sawyer	throat bot fly
cabbage curculio	grape leaf folder	oriental fruit fly	tiger swallowtail
cabbage looper	grape leaf skeletonizer	oriental house fly	tile-horned prionus
cabbage seedstalk curculio	grape phylloxera	oriental rat flea	toad bug
cadelle	grape seed chalcid	painted beauty	tomato psyllid
California pear-slug	grapevine looper	painted-lady	turkey gnat
California prionus	grasshopper bee fly	palm leaf skeletonizer	twig girdler
California tortoise-shell	great ash sphinx	papaya fruit fly	twig pruner
caragana plant bug	greenhouse leaf tier	pea leaf miner	two-spotted stink bug
Carolina mantis	greenhouse orthezia	pear plant bug	two-striped walkingstick
carpenter bee	greenhouse stone cricket	pear psylla	
carrot rust fly	green meadow locust	pear-slug	
atalpa sphinx	green rose chafer	pecan cigar casebearer	vagabond crambus
cat flea	green stink bug	pecan leaf casebearer	vedalia
celery leaf tier		pecan leaf phylloxera	vetch bruchid
celery looper	hackberry engraver	pecan nut casebearer	viceroy
chain-spotted geometer	hackberry lace bug	periodical cicada	Virginia-creeper sphinx
changa	hackberry nipple gall	persimmon psylla	
cheese skipper	hairy chinch bug	phlox plant bug	walkingstick
cherry casebearer	harlequin bug	pigeon fly	walnut husk fly
cherry fruit fly	hawthorn lace bug	pigeon tremex	walnut sphinx
chigger	hellgramite	pine chafer	waterly leaf cutter
chigoe	hemlock looper	pine engraver	western chicken flea
chinch bug	hessian fly	pipevine swallowtail	western chinch bug
Chinese mantis	hickory horned devil	pistol casebearer	western grape leaf skeletonizer
chrysanthemum lace bug	hickory plant bug	plum curculio	western hemlock looper
	hollyhock plant bug	plum gouter	western oak looper
clar casebearer	honey bee	poplar tent maker	West Indian fruit fly
Clear Lake gnat	hop looper	potato psyllid	wheat straw-worm
clouded sulphur	hop plant bug	potato scab gnat	wheel bug
clover looper	horned passalus	poultry bug	white-lined sphinx
clover root curculio	horned squash bug	pyramid ant	white-spotted sawyer
clover seed chalcid	horn fly		
cluster fly	horse bot fly	quince curculio	
cochineal insect	house centipede		
common cattle grub	house cricket	ragweed plant bug	yellow woollybear
conchuela	house fly	range crane fly	yuca plant bug
cotton lace bug	human bot fly	rapid plant bug	
cotton leaf perforator	human flea	red-admiral	zebra caterpillar
cotton stainer			
coulee cricket			
cowpea curculio			

NOTES

9. PUNCTUATION

9.1. Punctuation is a device to clarify the meaning of written or printed language. Well-planned word order requires a minimum of punctuation. The trend toward less punctuation calls for skillful phrasing to avoid ambiguity and to insure exact interpretation. The MANUAL can only offer general rules of text treatment. A rigid design or pattern of punctuation cannot be laid down, except in broad terms. The adopted style, however, must be consistent and be based on sentence structure.

9.2. The general principles governing the use of punctuation are (1) that if it does not clarify the text it should be omitted, and (2) that in the choice and placing of punctuation marks the sole aim should be to bring out more clearly the author's thought. Punctuation should aid in reading and prevent misreading.

Apostrophe

(See "Possessives and apostrophes," pp. 66-67.)

Brace

9.3. The brace is used to show the relation of one line or group of lines to another group of lines. The point of the brace is placed toward the fewer number of lines; or if the number of lines is the same, toward the single group. For examples of braces used in tabular matter, see rule 14.30, page 183.

Supervision of timber sales.	{	1-hour jobs	{ District 1	} 1½ hours' travel-----	} Sales conducted monthly from May to July.
		2-hour jobs	District 7		
			District 6		
			District 4		
3-hour jobs	District 2	} 2 hours' travel-----			
	District 3				
		District 5			

Brackets

Brackets, in pairs, are used—

9.4. To indicate a correction, a supplied omission, an interpolation, a comment, or a caution that an error is reproduced literally. (For use of parentheses, see rule 9.77, p. 140.)

He came on the 3d [2d] of July.

Our conference [lasted] 2 hours.

The general [Washington] ordered him to leave.

The paper was as follows [reads]:

I do not know. [Continues reading:]

They fooled only themselves. [Laughter.]

Our party will always serve the people [applause] in spite of the opposition [loud applause]. (If more than one bracketed interpolation, both are included within the sentence.)

The WITNESS. He did it that way [indicating].

Q. Do you know these men [handing witness a list]?

The bill had *not* been paid. [Italic added.] or [Emphasis added.]

The statue [sic] was on the statute books.

The WITNESS. This matter is classified. [Deleted.]

[Deleted.]

Mr. JONES. Hold up your hands. [Show of hands.]

Answer [after examining list]. Yes; I do.

Q. [Continuing.]

A. [Reads:]

A. [Interrupting.]

- 9.5. In bills, contracts, etc., to indicate matter that is to be omitted.
- 9.6. In mathematics, to denote that enclosed matter is to be treated as a unit. (For examples, see p. 176.)
- 9.7. A single bracket may be used to indicate matter overrun into an adjoining blank space.

[of all.

Till one man's weakness grows the strength

Argentina: [710
Wireless, regulations of... 93, 682, 703,

- 9.8. When matter in brackets makes more than one paragraph, start each paragraph with a bracket and place the closing bracket at end of last paragraph.

Colon

The colon is used—

- 9.9. Before a final clause that extends or amplifies preceding matter. (See also rule 9.48, p. 138.)

Give up conveniences; do not demand special privileges; do not stop work: these are necessary while we are at war.

Railroading is not a variety of outdoor sport: it is service.

- 9.10. To introduce formally any matter which forms a complete sentence, question, or quotation.

The following question came up for discussion: What policy should be adopted?

He said: [if direct quotation of more than a few words follows]. (See also rule 9.48, p. 138.)

There are three factors, as follows: First, military preparation; second, industrial mobilization; and third, manpower.

- 9.11. After a salutation.

MY DEAR SIR:

Ladies and Gentlemen:

To Whom It May Concern:

- 9.12. In expressing clock time.

2:40 p.m. (use thin colon; if not available, do not use thin space on right of colon)

- 9.13. After introductory lines in lists, tables, and leaderwork, if subentries follow.

Seward Peninsula:

Council district:

Northern Light Mining Co.

Wild Goose Trading Co.

Fairhaven district: Alaska Dredging Association (single subitem runs in).

Seward Peninsula: Council district (single subitem runs in):

Northern Light Mining Co.

Wild Goose Trading Co.

- 9.14. In Biblical and other citations (full space after colon).

Luke 4: 3.

I Corinthians xiii: 13.

Journal of Education 3: 342-358.

- 9.15. In bibliographic references, between place of publication and name of publisher.

Congressional Directory. Washington: U.S. Government Printing Office.

- 9.15.1. To separate book titles and subtitles.

Financial Aid for College Students: Graduate

Germany Revisited: Education in the Federal Republic

9.16. In imprints before the year (en space each side of colon).

U.S. Government Printing Office
Washington : 1951

9.17. In proportions.

Concrete mixed 5:3:1 (use 9-unit center colons)
but 5-2-1 (when so in copy)

9.18. In double colon as ratio sign.

1:2::3:6 (use 9-unit center colon for single colons; thin colons to make double colon, with thin space each side of double colon)

Comma

The comma is used—

9.19. To separate two words or figures that might otherwise be misunderstood.

Instead of hundreds, thousands came.

Instead of 20, 50 came.

February 10, 1929.

In 1930, 400 men were dismissed.

To John, Smith was very kind.

What the difficulty is, is not known; *but* he suggested that that committee be appointed.

9.20. Before a direct quotation of only a few words following an introductory phrase. (See also rule 9.10, p. 134.)

He said, "Now or never."

9.21. To indicate the omission of a word or words.

Then we had much; now, nothing

9.22. After each of a series of coordinate qualifying words.

short, swift streams; *but* short tributary streams

9.23. Between introductory modifying phrase and subject modified.

Beset by the enemy, they retreated.

9.24. Before and after *Jr.*, *Sr.*, *Esq.*, *Ph. D.*, *F.R.S.*, etc., within a sentence.

Henry Smith, Jr., chairman
Peter Johns, F.R.S., London
Washington, D.C., schools
Motorola, Inc., factory

Brown, A. H., Jr. (*not* Brown, Jr.,
A. H.)
but John Smith 2d (*or* II)
Mr. Smith, Junior, also spoke (where
only last name is used)

9.25. To set off parenthetical words, phrases, or clauses.

Mr. Jefferson, who was then Secretary of State, favored the location of the National Capital at Washington.

It must be remembered, however, that the Government had no guaranty. It is obvious, therefore, that this office cannot function.

The atom bomb, which was developed at the Manhattan project, was first used in World War II.

Their high morale might, he suggested, have caused them to put success of the team above the reputation of the college.

The restriction is laid down in title IX, chapter 8, section 15, of the code.

but:

The man who fell [restrictive clause] broke his back.

The dam which gave way [restrictive clause] was poorly constructed.

He therefore gave up the search.

9.26. To set off words or phrases in apposition or in contrast.

Mr. Green, the lawyer, spoke for the defense.
 Mr. Jones, attorney for the plaintiff, signed the petition.
 Mr. Smith, not Mr. Black, was elected.
 James Roosevelt, Democrat, of California.

9.27. After each member within a series of three or more words, phrases, letters, or figures used with *and*, *or*, or *nor*.

red, white, and blue
 horses, mules, and cattle
 by the bolt, by the yard, or in remnants
 a, b, and c
 6, 7, and 10
 neither snow, rain, nor heat
 2 days, 3 hours, and 4 minutes (series); *but* 2 days 3 hours 4 minutes (age)

9.28. Before the conjunction in a compound sentence with an independent clause.

Fish, mollusks, and crustaceans were plentiful in the lakes, and turtles frequented the shores.
 The boy went home alone, and his sister remained with the crowd.

9.29. After a noun or phrase in direct address.

Senator, will the measure be defeated?
 Mr. Chairman, I will reply to the gentleman later.

9.30. After an interrogative clause, followed by a direct question.

You are sure, are you not? You will go, will you not?

9.31. Between title of person and name of organization in the absence of the words *of* or *of the*. (See also rule 9.44, p. 137.)

Chief, Division of Finance
 chairman, Committee on Appropriations
 colonel, 7th Cavalry
 president, Yale University

9.32. Inside closing quotation mark. (This is not intended to change existing practice in bills and other legislative work.) (See also rules 9.122, p. 145; 9.123, p. 146.)

He said "four," not "five."
 "Freedom is an inherent right," he insisted.
 Items marked "A," "B," and "C," inclusive, were listed.

9.33. To separate thousands, millions, etc., in numbers of four or more digits. (See also rule 9.38.)

4,230 50,491 1,000,000

9.34. After year in complete dates within sentence.

The reported dates of September 11, 1943, to June 12, 1944, were proved erroneous; *but* production for June 1950 was normal.

9.35. After postal-delivery zone number, but not before it.

Cleveland 21, Ohio Washington 11, D.C.

*The comma is omitted—***9.36.** Between month and year in dates.

June 1938; 22d of May 1938; February and March 1938; *but* January, February, and March, 1938; January 24 A.D. 1938; 15th of June A.D. 1938; 150 B.C.; 5 January 1944 (military usage)

9.37. Between the name and number of an organization.

Columbia Typographical Union No. 101
General U. S. Grant Post No. 25

9.38. In built-up fractions, in decimals, and in serial numbers, except patent numbers.

$\frac{1}{2500}$
1.0947
page 2632
Metropolitan 5-9020 (telephone number)
1721-1727 St. Clair Avenue
motor No. 189463
1450 kilocycles; 1100 meters (no comma unless more than four figures;
radio only)

9.39. Between superior figures or letters in footnote references.

Numerous instances may be cited.^{1 2}
Data are based on October production.^{a b}

9.40. Between two nouns one of which identifies the other.

The Labor Department's booklet "Infant Care" is a bestseller.

9.41. Before ampersand (&). (For exception, see rule 16.31, p. 215.)

Brown, Wilson & Co.
Mine, Mill & Smelter Workers

9.42. Before a dash.**9.43.** In bibliographies, between name of publication and volume or similar number.

American Library Association Bulletin 34: 238, April 1940.

9.44. Wherever possible without danger of ambiguity.

\$2 gold
\$2.50 U.S. currency
\$3.50 Mexican
Executive Order No. 21
General Order No. 12; *but* General Orders, No. 12
Public Law 85-1
My age is 30 years 6 months 12 days
John Lewis 2d (*or* II)
Johnson of Colorado; Johnson of Texas; *but* Lyndon Johnson, of Texas
(duplicate names of Senators or Representatives in U.S. Congress)
Carroll of Carrollton; Henry of Navarre (places closely identified with the
persons); *but* John Anstruther, of New York; President Hadley, of Yale
University
James Bros. et al.; *but* James Bros., Nelson Co., et al. (last element of series)

Dash

The em dash is used—

9.45. To mark a sudden break or abrupt change in thought. (See also rule 9.78, p. 141.)

He said—and no one contradicted him—"The battle is lost."
If the bill should pass—which God forbid!—the service will be wrecked.
The auditor—shall we call him a knave or a fool?—approved an inaccurate
statement.

9.46. To indicate an interruption or an unfinished word or sentence. A 2-em dash will be used when the interruption is by a person other than the speaker and a 1-em dash will show self-interruption.

“Such an idea can scarcely be——”
 “The word ‘donation’——”
 “The word ‘dona——,’ ”
 He said: “Give me lib——”
 The bill reads “repeal,” not “am——”
 Q. Did you see——A. No, sir.

Mr. BROWN (reading):
 The report goes on to say that—
 Observe this closely—
 during the fiscal year * * *

9.47. Instead of commas or parentheses, if the meaning may thus be clarified.

These are shore deposits—gravel, sand, and clay—but marine sediments underlie them.

9.48. Before a final clause that summarizes a series of ideas. (See also rule 9.9, p. 134.)

Freedom of speech, freedom of worship, freedom from want, freedom from fear—these are the fundamentals of moral world order.

9.49. After an introductory phrase reading into the following lines and indicating repetition of such phrase.

I recommend—
 That we accept the rules;
 That we also publish them; and
 That we submit them for review.

9.50. With a preceding question mark, in lieu of a colon.

How can you explain this?—“Fee paid, \$5.”

9.51. Sometimes, in lieu of opening quotation mark, in French, Spanish, and Italian dialog.

9.52. To precede a credit line or a run-in credit or signature.

Still achieving, still pursuing,
 Learn to labor and to wait.
 —*Longfellow.*

Every man’s work shall be made manifest.—I Corinthians 3: 13.
 This statement is open to question.—GERALD H. FORSYTHE.

9.53. After a run-in sidehead. (For examples, see rule 9.91, p. 142.)

9.54. To separate run-in questions and answers in testimony. (See also rule 18.27, p. 226.)

Q. Did he go?—A. No.

The em dash is not used—

9.55. At the beginning of any line of type, except as indicated in paragraphs 9.51 and 9.52.

9.56. Immediately after a comma, colon, or semicolon.

The en dash is used—

9.57. In a combination of figures, letters, or figures and letters. (An en dash, not a hyphen, is used, even when such terms are adjective modifiers.) (See also rule 6.41.2, p. 75.)

exhibit 6-A
 5-20 bonds
 DC-14; *but* Convair 340
 Public Law 85-1, *but* Public Laws 85-1—
 85-20 (note em dash between two
 elements with en dashes)

4-H Club
 LK-66-A(2)-74
 \$15-\$20
 CBS-TV network
 AFL-CIO merger
but ACF-Brill Motors Co.

9.58. In the absence of the word *to* when denoting a period of time. (See also rule 11.9c, p. 166.)

1935-37

January-June

Monday-Friday

The en dash is not used—

9.59. For *to* when the word *from* precedes the first of two related figures or expressions. (See also rule 11.9c, p. 166.)

From January 1 to June 30, 1951; *not* from January 1-June 30, 1951.

9.60. For *and* when the word *between* precedes the first of two related figures or expressions.

Between 1923 and 1929; *not* between 1923-29

Ellipsis

9.61. Three asterisks, separated by en quads, are used to denote an ellipsis within a sentence, at the beginning or end of a sentence, or in two or more consecutive sentences (see also rule 9.67). If periods are used instead of asterisks, they are also separated by en quads. To achieve faithful reproduction of excerpt material, editors should indicate placement of terminal period in relation to an ellipsis at the end of a sentence.

He called * * * and left.## * * * #When he returned the * * *.

* * * called * * * and left.## * * * he returned the * * *.

He called * * * and * * *.□When he returned the * * *.

He called * * * and * * * he returned the * * *. (Two or more consecutive sentences, including intervening punctuation)

9.61.1. Three periods may be used to indicate ellipsis; four periods, when sentence is brought to a close.

He called . . . and left.##. . . #When he returned the

. . . called . . . and left.##. . . he returned the

He called . . . and□When he returned the

He called . . . and . . . he returned the (Two or more consecutive sentences, including intervening punctuation)

9.62. Neither asterisks nor periods are overrun alone at the end of a paragraph.

9.63. When both asterisks and periods for ellipsis occur in the copy and periods are not specifically requested, use asterisks throughout.

9.64. A line of asterisks (or periods) indicates an omission of one or more entire paragraphs. In 26½-pica or wider measure, a line of "stars" means 7 asterisks indented 2 ems at each end of the line, with the remaining space divided evenly between the asterisks. In measures less than 26½ picas, 5 stars are used.

* * * * *

9.65. Indented matter in 26½-pica or wider measure also requires a 7-star line to indicate the omission of one or more entire paragraphs.

9.66. An extra indentation is added in indented matter.

9.67. If an omission occurs in the last part of a paragraph immediately before a line of stars, three stars are used, in addition to the line of stars, to indicate such an omission.

9.68. If two or more sizes of type are used on a page, 10-point asterisks are indented 2 ems, 8-point and 6-point being alined with the 10-point asterisks.

9.69. Equalize spacing above and below a line of stars.

Exclamation point

9.70. The exclamation point is used to mark surprise, incredulity, admiration, appeal, or other strong emotion, which may be expressed even in a declarative or interrogative sentence.

He acknowledged the error!

What!

How beautiful!

Who shouted, "All aboard!" (Note omission of question mark.)

"Great!" he shouted. (Note omission of comma.)

9.71. In direct address, either to a person or a personified object, *O* is used without an exclamation point, or other punctuation; but if strong feeling is expressed, an exclamation point is placed at the end of the statement.

O my friend, let us consider this subject impartially.

O Lord, save Thy people!

9.72. In exclamations without direct address or appeal, *oh* is used instead of *O*, and the exclamation point is omitted.

Oh, but the gentleman is mistaken.

Oh dear; the time is so short.

Hyphen

The hyphen (a punctuation mark, not an element in the spelling of words) is used—

9.73. To connect the elements of certain compound words. (See "Compound Words," pp. 69-76.)

9.74. To indicate continuation of a word divided at end of a line. (See Word Division, supplement to STYLE MANUAL; for brief description of supplement, see p. 2. For foreign languages, see separate foreign languages.)

9.75. Between the letters of a spelled word.

c-e-n-t-s

h-o-l-d-u-p

9.76. To separate elements of chemical formulas. (See rule 6.41.2, p. 75.)

Parentheses

Parentheses are used—

9.77. To set off matter not intended to be part of the main statement or not a grammatical element of the sentence, yet important enough to be included. (For use of brackets, see rule 9.4, p. 133.)

This case (124 U.S. 329) is not relevant.

The result (see fig. 2) is most surprising.

The United States is the principal purchaser (by value) of these exports (23 percent in 1955 and 19 percent in 1956).

(Discussion off the record.)

The WITNESS (interrupting). It is known * * *.

Mr. JONES (continuing). Now let us take the next item.

Mr. SMITH (presiding).

Mr. JONES (interposing).

(The matter referred to is as follows:)

The CHAIRMAN (to Mr. Smith).

The CHAIRMAN (reading):

Mr. KELLEY (to the chairman).

(Objected to.)

(Mr. Smith nods.)

(Mr. Smith aside.)

Mr. JONES (for Mr. SMITH).

A VOICE FROM AUDIENCE. (Use of caps and small caps in hearings.)

SEVERAL VOICES. (Use of caps and small caps in hearings.)

9.78. To enclose a parenthetical clause where the interruption is too great to be indicated by commas. (See also rule 9.45, p. 137.)

You can find it neither in French dictionaries (at any rate, not in Littré) nor in English.

9.79. To enclose an explanatory word not part of the statement.

the Erie (Pa.) News; *but* the News of Erie, Pa.

Portland (Oreg.) Chamber of Commerce; *but* Washington, D.C., schools.

9.80. To enclose letters or numbers designating items in a series, either at beginning of paragraphs or within a paragraph.

The order of delivery will be: (a) Food, (b) clothing, and (c) tents and other housing equipment.

You will observe that the sword is (1) old fashioned, (2) still sharp, and (3) unusually light for its size.

Paragraph 7(B)(1)(a) will be found on page 6. (Note parentheses closed up (see rule 2.7, p. 7))

9.81. To enclose a figure inserted to confirm a statement given in words if double form is specifically requested. (See also rule 11.18, p. 169.)

This contract shall be completed in sixty (60) days.

9.82. A reference in parentheses at the end of a sentence is placed before the period, unless it is a complete sentence in itself.

The specimen exhibits both phases (pl. 14, A, B).

The individual cavities show great variation. (See pl. 4.)

9.83. If a sentence contains more than one parenthetical reference, the one at the end is placed before the period.

This sandstone (see pl. 6) occurs in every county of the State (see pl. 1).

9.84. When a figure is followed by a letter in parentheses, no space is used between the figure and the opening parenthesis; but if the letter is not in parentheses and the figure is repeated with each letter, the letter is closed up with the figure.

15(a). Classes, grades, and sizes.

15a. Classes, grades, and sizes.

9.85. If both a figure and a letter in parentheses are used before each paragraph, a period and an en space are used after the closing parenthesis; if the figure is not repeated before each letter in parentheses but is used only before the first, the period is placed after the figure.

15(a). When the figure is used before the letter in each paragraph—

15(b). The period is placed after the closing parenthesis.

15. (a) When the figure is used before letter in first paragraph but not repeated with subsequent letters—

(b) The period is used after the figure only.

9.85.1. Note position of period relative to closing parenthesis:

The vending stand sells a variety of items (sandwiches, beverages, cakes, etc.).

The vending stand sells a variety of items (sandwiches, beverages, cakes, etc. (sometimes ice cream)).

The vending stand sells a variety of items. (These include sandwiches, beverages, cakes, etc. (6).)

9.85.2. To enclose bylines in congressional work.

(By Sylvia Porter)

9.93. In continental European languages, to indicate thousands.

1.317 72.190.175

9.94. After abbreviations, unless otherwise specified. (See "Abbreviations," p. 149.)

gal.	NE.	m. (meter)
qt.	N.Y.	kc. (kilocycle)

9.95. After legends and explanatory matter beneath illustrations. However, legends without descriptive language do not require periods.

FIGURE 1.—Schematic drawing.

FIGURE 1.—Continued.

but FIGURE 1 (no period)

9.96. Rarely, to indicate multiplication. (The multiplication sign is preferable for this purpose.)

$a.b$ ($a \times b$)

9.97. After *Article 1, Section 1*, etc., at beginning of paragraphs. A period and en space are used after such terms.

The period is omitted—

9.98. After—

Lines in title pages.
Center, side, and running heads.
Continued lines.
Boxheads of tables.
Scientific, chemical, or other symbols.

This rule does not apply to abbreviation periods.

9.99. After a quotation mark that is preceded by a period. (See also rule 9.123, p. 146.)

He said, "Now or never."

9.100. After letters used as names without specific designation.

A said to B that all is well.
Mr. A told Mr. B that the case was closed.
but Mr. A. (for Mr. Andrews). I do not want to go.
Mr. K. (for Mr. King). The meeting is adjourned.

9.101. After a middle initial which is merely a letter and not an abbreviation of a name.

Daniel D Tompkins Ross T McIntire

9.102. After a short name which is not an abbreviation of the longer form. (See also rule 10.20, p. 151.)

Alex Ed Sam

9.103. After Roman numerals used as ordinals.

George V

9.104. After words and incomplete statements listed in columns. Full-measure matter is not to be regarded as a column.

9.105. After explanatory matter set in 6-point under leaders or rules.

(Name)

(Address)

(Position)

9.106. Immediately before leaders, even if an abbreviation precedes the leaders.

Question mark

The question mark is used—

9.107. To indicate a direct query, even if not in the form of a question.

Did he do it?
He did what?
Can the money be raised? is the question.
Who asked, "Why?" (Note single question mark)

9.108. To express more than one query in the same sentence.

Can he do it? or you? or anyone?

9.109. To express doubt.

He said the boy was 8(?) feet tall. (No space before question mark)
The statue(?) was on the statute books.

Quotation marks

Quotation marks are used—

9.110. To enclose direct quotations. (Each part of an interrupted quotation begins and ends with quotation marks.)

The answer is "No."
He said, "John said 'No.'"
"John," said Henry, "why do you go?"

9.111. To enclose any matter following the terms *entitled*, *the word*, *the term*, *marked*, *endorsed*, or *signed*; but are not used to enclose expressions following the terms *known as*, *called*, *so-called*, etc., unless such expressions are misnomers or slang.

Congress passed the act entitled "An act * * *."
After the word "treaty", insert a comma.
Of what does the item "Miscellaneous debts" consist?
The column "Imports from foreign countries" was not * * *.
The document will be marked "Exhibit No. 21"; *but* The document may be made exhibit No. 2.
The check was endorsed "John Adamson."
It was signed "John."
Beryllium is known as glucinium in some European countries.
It was called profit and loss.
The so-called investigating body.

9.112. To enclose titles of addresses, articles, books, captions, chapter and part headings, editorials, essays, headings, headlines, motion pictures and plays (including TV and radio programs), papers, short poems, reports (not annual reports), songs, subheadings, subjects, and themes. All principal words are to be capitalized. (See also rule 3.51, p. 29.)

An address on "Uranium 235 in the Atomic Age"
The article, "Germany Revisited," appeared in the last issue
"The Conquest of Mexico," a published work (book)
Under the caption "Long-Term Treasuries Rise"
The subject was discussed in "Courtwork" (chapter heading)
It will be found in "Part XI: Early Thought"
The editorial "Haphazard Budgeting"
"Compensation," by Emerson (essay)
"United States To Appoint Representative to U.N." (heading or headline)
In "Search for Paradise" (motion picture); "South Pacific" (play)
A paper on "Constant-Pressure Combustion" was read

"O Captain! My Captain!" (short poem)

The report "Atomic Energy: What It Means to the Nation"; *but* annual report of the Public Printer

This was followed by the singing of "The Star-Spangled Banner"

Under the subhead, "Sixty Days of Turmoil," will be found * * *

The subject (or theme) of the conference is "Peaceful Uses of Atomic Energy"

also Account 5, "Management fees."

Under the heading "Management and operation."

Under the appropriation "Building of ships, Navy."

9.113. If poetry is quoted, each stanza should start with quotation marks, but only the last stanza should end with them. The lines of the poem should range on the left, those that rhyme taking the same indentation, and the quotation marks should be cleared. Poems are centered on the longest line.

"Rest is not quitting
The busy career;
Rest is the fitting
Of self to one's sphere.

"'Tis the brook's motion,
Clear without strife,
Fleeing to ocean
After its life."

—*John Sullivan Dwight.*

9.114. At the beginning of each paragraph of a quotation, but at the end of the last paragraph only.

9.114.1. To enclose a letter or other communication, which bears both date and signature, within a letter. (See rule 9.118.)

9.115. To give greater emphasis to a word or a phrase. (For better typographical appearance and legibility, such use of quotation marks should be kept to a minimum.)

9.116. To enclose misnomers, slang expressions, sobriquets, or ordinary words used in an arbitrary way. (See also rule 6.25, p. 72.)

He voted for the "lameduck" amendment.

His report was "bunk."

It was a "gentlemen's agreement."

The "invisible government" is responsible.

George Herman "Babe" Ruth.

9.117. Quotation marks will not be borne off from adjacent characters except when they precede a fraction or an apostrophe or precede or follow a superior figure or letter, in which cases a thin space will be used. A thin space will also be used to separate double and single quotation marks.

Quotation marks are not used—

9.118. To enclose complete letters having date and signature.

9.119. To enclose extracts that are indented or set in smaller type, or solid extracts in leaded matter; but indented matter in text that is already quoted carries quotation marks.

9.120. In indirect quotations.

Tell her yes.

He could not say no.

9.121. Before a display initial which begins a quoted paragraph.

9.122. The comma and the final period will be placed inside the quotation marks. Other punctuation marks should be placed inside

the quotation marks only if they are a part of the matter quoted. (See rule 9.32, p. 136.)

Ruth said, "I think so."
 "The President," he said, "will veto the bill."
 The trainman shouted, "All aboard!"
 Who asked, "Why?"
 The President suggests that "an early occasion be sought * * *."
 Why call it a "gentlemen's agreement"?

9.123. In congressional and certain other classes of work showing amendments, and in courtwork with quoted language, punctuation marks are printed after the quotation marks when not a part of the quoted matter.

Insert the words "growth", "production", and "manufacture".
 To be inserted immediately after the words "cadets, U.S. Coast Guard;".
 Change "February 1, 1951", to "June 30, 1951".
 "Insert in lieu thereof 'July 1, 1953,'."

9.124. When occurring together, quotation marks should precede the footnote reference number.

The commissioner claimed that the award was "unjustified."¹
 His exact words were: "The facts in the case prove otherwise."²

9.125. Quotation marks should be limited, if possible, to three sets (double, single, double).

"The question is, in effect, 'Can a person who obtains his certificate of naturalization by fraud be considered a "bona fide" citizen of the United States?'"

Semicolon

The semicolon is used—

9.126. To separate clauses containing commas. (See also rule 9.129.)

Donald A. Peters, president of the First National Bank, was also a director of New York Central; Harvey D. Jones was a director of Oregon Steel Co. and New York Central; Thomas W. Harrison, chairman of the board of McBride & Co., was also on the board of Oregon Steel Co.

Reptiles, amphibians, and predatory mammals swallow their prey whole or in large pieces, bones included; waterfowl habitually take shellfish entire; and gallinaceous birds are provided with gizzards that grind up the hardest seeds.

Yes, sir; he did see it.
 No, sir; I do not recall.

9.127. To separate statements that are too closely related in meaning to be written as separate sentences, and also statements of contrast.

Yes; that is right.
 No; we received one-third.
 It is true in peace; it is true in war.
 War is destructive; peace, constructive.

9.128. To set off explanatory abbreviations or words which summarize or explain preceding matter.

The industry is related to groups that produce finished goods; i.e., electrical machinery and transportation equipment.
 There were involved three metal producers; namely, Jones & Laughlin, Armco, and Kennecott.

9.129. The semicolon is to be avoided where a comma will suffice.

Regional offices are located in New York, N. Y., Chicago, Ill., and Dallas, Tex.

Single punctuation

9.130. Single punctuation is used wherever possible without ambiguity.

124 U.S. 321 (no comma)

SIR: (no dash)

Joseph replied, "It is a worthwhile effort." (no outside period)

Type

9.131. Parentheses, brackets, and superior reference figures are always set in roman, not in italic. All other punctuation marks match the type of the words which they adjoin. A lightface dash is used after a run-in boldface sidehead followed by lightface matter. In boldface matter, punctuation, parentheses, brackets, dashes, shilling marks, and fractions are all set in boldface, if available. (See rule 12.15, p. 174.)

NOTES

10. ABBREVIATIONS

(See also Foreign Languages; Numerals; Symbols)

10.1. Abbreviations are used to save space and to avoid distracting the mind of the reader by a needless spelling out of repetitious words or phrases.

10.2. The nature of the publication governs the extent to which abbreviations are used. In text of technical and legal publications, and in parentheses, brackets, footnotes, sidenotes, tables, leaderwork, and bibliographies, many words are frequently abbreviated. Cut-in sideheads, legends, tables of contents, and indexes follow the style of the text.

10.3. Some scientific, technical, and industrial groups have adopted definite forms of abbreviations in their specialized fields. These forms, which omit internal and terminal punctuation, are acceptable for use in publications falling within the respective classes. In such cases, abbreviations are to be marked "Follow." This does not apply to such common abbreviations as in., No., ft. b.m., ft.-c., ft.-lb., etc., even when used in a technical connotation.

10.4. Standard and easily understood forms are preferable, and they should be uniform throughout a job. Abbreviations not generally known should be followed in the text by the spelled-out forms in parentheses the first time they occur; in tables and leaderwork such explanatory matter should be supplied in a footnote. As the printer cannot rewrite the copy, the author should supply these explanatory forms.

10.5. Abbreviations of measure should be used only with figures; similarly, many other abbreviations should not appear in isolation; for example, energy is measured in foot-pounds, *not* energy is measured in ft.-lb.

Capitals, hyphens, periods, and spacing

10.6. In general, an abbreviation follows the capitalization and hyphening of the word or words abbreviated. It is followed by a period unless otherwise indicated.

e.o.d.

ft.-lb.

St.

10.7. Abbreviations with points are set without spaces. However, initials as part of a personal name, or abbreviations composed of contractions and initials or numbers, will retain space.

U.S.

U.S.S.R.

U.N.

U.S.C. (*but* Rev. Stat.)

N.Y. (*but* N. Mex.)

r.p.m. (*but* ft. b.m.)

B.S., LL.D. (*but* Ph. D., B. Sc.)

H.R. 116 (*but* S. 116, S. Con.

Res. 116)

C.A.D.C. (*but* App. D.C.)

A. B. Secrest, D.D.S.

A.F. of L.-CIO (*or* AFL-CIO
preferred)

A.T. & T.

Texas A. & M.

R. & D.

A.D., B.C.

e.s.t.

i.e., e.g. (*but* op. cit.)

N.Y., N.H. & H. RR.; B. & O.

10.7.1. Except as otherwise designated, points and spaces are omitted after initials used as shortened names of governmental agencies and of other organized bodies. (See rule 10.44, p. 155.)

MIT	AFL-CIO	<i>but</i> A.F. of L-CIO
NLRB	ARC	A.T. & T.
TVA	ASTM	U.N.

Geographic terms

10.8. *U.S.* (for United States) will be used when preceding the word *Government* or the name of a Government organization, except in formal writing (treaties, Executive orders, proclamations, etc.); congressional bills; legal citations and courtwork; covers and title pages (unless abbreviation is requested); and in association with name or names of other countries.

U.S. Government
 U.S. Congress
 U.S. Senate
 U.S. Treasury
 U.S. Department of Agriculture
 U.S. Department of Health, Education, and Welfare
 U.S. district court
 U.S. Supreme Court (*but* Supreme Court of the United States)
 U.S. Army (*but* Army of the United States)
 U.S. monitor *Nantucket*
 U.S.S. *Brooklyn* (note abbreviation for ship)

U.S. Government efforts to control inflation must be successful if the United States is to have a stable economy.

but British, French, and United States Governments; United States-British talks

10.8.1. With the exceptions in the above rule, the abbreviation *U.S.* is used in the adjective position, but is spelled out when used as a noun.¹

U.S. foreign policy	<i>but</i> Foreign policy of the United States
U.S. farm-support program	Farm-support program of the United States
U.S. dollars	States
U.S. economy	The United States is dedicated to peace
U.S. attorney	United States Code (official title)
U.S. attitude	United States Steel Corp. (legal title)

10.9. The names of foreign countries, except U.S.S.R. (to avoid too long a name), are not abbreviated.

10.10. In other than formal usage, Canal Zone, Puerto Rico, Territory of Hawaii, Virgin Islands, and the names of States of the United States (except Alaska, Idaho, Iowa, Maine, Ohio, and Utah) are abbreviated when used immediately after any geographic term, including armory, arsenal, airbase, airport, barracks, depot, fort, Indian agency, military camp, national cemetery (also forest, historic site, monument, park), naval shipyard, proving ground, reservation (forest, Indian, or military), and reserve or station (military or naval).

Richmond, Va.	Arlington National Cemetery, Va.
Anne Arundel County, Md.	Aberdeen Proving Ground, Md.
Mount Rainier National Forest, Wash.	Friendship Airport, Md.
Stone Mountain, Ga.	Redstone Arsenal, Ala.
National Naval Medical Center, Bethesda, Md.	<i>but</i> Leavenworth freight yards, Kansas Altoona sidetrack, Wisconsin

¹ The adjectival use of *U.S.* received careful and serious consideration. The adoption of this form recognizes current usage and word-treatment trends. It extends the fluidity of the language without burdening the text or lowering the dignity of the U.S. Government in its printing. Also, Government editors overwhelmingly endorsed this usage. The exceptions laid down in rule 10.8 are deemed sufficiently broad to avoid objection.

10.11. Approved forms of abbreviations:

Ala.	Ga.	Miss.	N.Y.	T.H.
Ariz.	Ill.	Mo.	Okla.	Va.
Ark.	Ind.	Mont.	Oreg.	V.I.
Calif.	Kans.	N.C.	Pa.	Vt.
Colo.	Ky.	N. Dak.	P.R.	Wash.
Conn.	La.	Nebr.	R.I.	Wis.
C.Z.	Mass.	Nev.	S.C.	W. Va.
D.C.	Md.	N.H.	S. Dak.	Wyo.
Del.	Mich.	N.J.	Tenn.	
Fla.	Minn.	N. Mex.	Tex.	

10.12. The names of other insular possessions, trust territories, and *Long Island, Staten Island*, etc., are not abbreviated.

10.12.1. The names of Canadian Provinces and other foreign political subdivisions are not abbreviated.

Addresses

(For use of numerals in addresses, see rule 11.12, p. 168.)

10.13. The words *street, avenue, place, road, square, boulevard, terrace, drive, court, and building*, following name or number, are abbreviated in footnotes, sidenotes, tables, and leaderwork.

10.14. In addresses, the abbreviations *NW., SW., NE., SE.*, indicating sectional divisions of cities, are used, but *North, South, East, and West* are spelled out at all times.

10.15. The word *Street* or *Avenue* as part of a name is not abbreviated even in parentheses, footnotes, sidenotes, tables, and leaderwork.

14th Street Bridge

Ninth Avenue Building

10.16. The words *county, fort, mount, point, and port* are not abbreviated.

Descriptions of tracts of land

10.17. In the description of tracts of public land the following abbreviations are used (periods are omitted after abbreviated compass directions that immediately precede and close up on figures):

SE¼NW¼ sec. 4, T. 12 S., R. 15 E., of the Boise meridian
 lot 6, NE¼ sec. 4, T. 6 N., R. 1 W.
 N½ sec. 20, T. 7 N., R. 2 W., sixth principal meridian
 Tps. 9, 10, 11, and 12 S., Rs. 12 and 13 W.
 T. 2 S., Rs. 8, 9, and 10 E., sec. 26
 T. 3 S., R. 1 E., sec. 34, W½E½, W½, and W½SE¼SE¼
 sec. 32 (with or without a township number)

10.18. If fractions are spelled out in land descriptions, *half* and *quarter* are used (not *one-half* nor *one-quarter*).

south half of T. 47 N., R. 64 E.

10.19. In case of an unavoidable break in a land-description symbol group at end of a line, use no hyphen and break after fraction.

Names and titles

10.20. The following forms are not always abbreviations, and copy should be followed as to periods:

Al	Ben	Fred	Will
Alex	Ed	Sam	

10.21. In signatures the form used by the signer must be retained.

George Wythe

Geo. Taylor

10.22. In company and other formal names, if it is not necessary to preserve the full legal title, the forms *Bro.*, *Bros.*, *Co.*, *Corp.*, *Inc.*, *Ltd.*, and *&* are used. *Association* and *Manufacturing* are not abbreviated.

Smith & Bro.
Jones Bros. & Co.
American Telephone & Telegraph Co.
Hough Shade Corp.
Vie Sport Shop, Inc.
Maryland Steamship Co., Ltd.
Chesapeake & Delaware Canal
Fairmount Building & Loan Association
Electronics Manufacturing Co.
Texas College of Arts & Industries
National Barrel & Drum Association
Robert Wilson & Associates, Inc.

U.S. News & World Report
Baltimore & Ohio Railroad
Mine, Mill & Smelter Workers
Radio Corp. of America
Aluminum Co. of America
Standard Oil Co. of New Jersey
but Little Theater Company
Department of Health, Education, and Welfare
Senate Banking and Currency Committee
Federal Savings and Loan Insurance Corporation (Federal unit)

10.23. *Company* and *Corporation* are not abbreviated in names of Federal Government units.

Panama Railroad Company

Commodity Credit Corporation

10.24. In parentheses, footnotes, sidenotes, tables, and leaderwork, abbreviate the words *railroad* and *railway* (*RR.* and *Ry.*), except in such names as "Washington Railway & Electric Co." and "Florida Railroad & Navigation Corp."; also, *steamship* (*SS*), *motorship* (*MS*), etc., when preceding name.

10.25. In the names of informal companionships the word *and* is spelled out.

Gilbert and Sullivan

Currier and Ives

10.26. In other than formal usage, a civil, military, or naval title preceding a name is abbreviated if followed by Christian name or initial; but *Mr.*, *Mrs.*, *M.*, *MM.*, *Messrs.*, *Mlle.*, *Mme.*, and *Dr.* are abbreviated with or without Christian name or initial.

Adj.
Adj. Gen.
Adm. (admiral)
A1c. (airman, first class)
Asst. Surg.
Brig. Gen.
Bvt. (brevet)
Capt.
Col.
Comdr.
Cpl.
CWO (chief warrant officer)
Ens.
1st Lt.
1st Sgt.
Gen.
Gov.
Hosp. Sgt.
Hosp. Steward
Insp. Gen.

Judge Adv. Gen.
Lt.
Lt. Col.
Lt. Comdr.
Lt. Gen.
Lt. Gov.
Lt. (jg.)
Maj.
Maj. Gen.
M. Sgt.
Orderly Sgt.
Ord. Sgt. (ordnance sergeant)
Passed Asst. Surg.
Pfc. (private, first class)
PO (petty officer)
Prof.
Pvt.
Q.M. Gen.
Q.M. Sgt.

Rear Adm.
S1c. (seaman, first class)
2d Lt.
Sfc. (sergeant, first class)
Sgt.
Sp3c. (specialist, third class)
S. Sgt.
Supt.
Surg.
Surg. Gen.
T2g. (technician, second grade)
T. Sgt.
Vice Adm.
WO (warrant officer)
WO (jg.)

10.27. The titles *Senator*, *Representative*, *commodore*, and *commandant* are not abbreviated.

10.28. Unless preceded by *the*, abbreviate *honorable*, *reverend*, and *monsignor* when followed by the first name, the initials, or the title.

Hon. Elihu Root; the Honorable Elihu Root; the Honorable Mr. Root
 Rev. Allen A. Stockdale; the Reverend Dr. Stockdale; Rev. Dr. Stockdale
 (not Rev. Stockdale, nor the Reverend Stockdale)
 Rt. Rev. James E. Freeman; the Right Reverend James E. Freeman
 Very Rev. Henry Boyd; the Very Reverend Henry Boyd
 Rt. Rev. Msgr. John Bird; the Right Reverend Monsignor John Bird

10.29. The following and similar abbreviations are used after a name:

Esq., Jr., Sr.
 2d, 3d (or II, III) (not preceded by comma)
 Degrees: LL.D., M.A., Ph. D., etc.
 Fellowships, orders, etc.: F.R.S., K.C.B., etc.

10.30. The abbreviation *Esq.*, not generally used in the United States, and the other complimentary titles, such as *Mr.*, *Mrs.*, and *Dr.*, should not appear in combination with any other title or with abbreviations indicating scholastic degrees.

John L. Smith, Esq., not Mr. John L. Smith, Esq., nor John L. Smith, Esq., A.M.; but James A. Jones, Jr., Esq.
 Ford Maddox, A.B., Ph. D., not Mr. Ford Maddox, A.B., Ph. D.
 George Gray, M.D., not Mr. George Gray, M.D., nor Dr. George Gray, M.D.

10.31. *Sr.* and *Jr.* should not be used without Christian name or initials, but may be used in combination with any title. (See also rule 9.24, p. 135.)

A. K. Jones, Jr., not Jones, Jr., nor Mr. Jones, Jr.
 President J. B. Nelson, Jr.

10.32. When name is followed by abbreviations designating religious and fraternal orders and scholastic and honorary degrees, their sequence is as follows: Orders, religious first; theological degrees; academic degrees earned in course; and honorary degrees in order of bestowal.

Henry L. Brown, D.D., A.M., D. Lit.
 T. E. Holt, C.S.C., S.T. Lr., LL.D., Ph. D.

10.32.1. Academic degrees standing alone may be abbreviated.

John was graduated with a B.A. degree; but bachelor of arts degree (lowercase if spelled out).
 He earned his Ph. D. by hard work.

10.33. In addresses, signatures, and lists of names, including leader-work but not in tables nor in centerheads, *Mr.*, *Mrs.*, and other titles preceding a name, and *Esq.*, *Jr.*, *Sr.*, *2d*, and *3d* following a name, are set in roman caps and lowercase if the name is in caps and small caps. If the name is in caps, they are set in caps and small caps, if small caps are available—otherwise in caps and lowercase. (See also rule 17.3, p. 217.)

Parts of publications

10.34. For parts of publications mentioned in parentheses, brackets, footnotes, sidenotes, lists of references, synonymies, tables, and leader-

work, and followed by figures, letters, or Roman numerals, the following abbreviations are used:

app., apps. (appendix, appendixes)	pt., pts. (part, parts)
art., arts. (article, articles)	sec., secs. (section, sections)
bull., bulls. (bulletin, bulletins)	subch., subchs. (subchapter, subchapters)
ch., chs. (chapter, chapters)	subpar., subpars. (subparagraph, subparagraphs)
col., cols. (column, columns)	subsec., subsecs. (subsection, subsections)
ed., eds. (edition, editions)	supp., supps. (supplement, supplements)
fig., figs. (figure, figures)	vol., vols. (volume, volumes)
No., Nos. (number, numbers)	
p., pp. (page, pages)	
par., pars. (paragraph, paragraphs)	
pl., pls. (plate, plates)	

10.35. The word *article* or *section* at the beginning of a paragraph is abbreviated and set in caps and small caps followed by a period and an en space, except that the first of a series is spelled out.

ART. 2; SEC. 2; etc.; *but* ARTICLE 1; SECTION 1
ART. II; SEC. II; etc.; *but* ARTICLE I; SECTION I

10.36. At the beginning of a legend, the word *Figure* preceding the legend number is not abbreviated.

FIGURE 4.—Landscape.

Terms relating to Congress

10.37. For the words *Congress* and *session* in parentheses, brackets, footnotes, sidenotes, lists of references, synonymies, tables, and leaderwork, the following abbreviations are used:

82d Cong., 1st sess.	Public Law 64, 74th Cong.
1st sess., 82d Cong.	Private Law 64, 86th Cong.

10.38. In references to bills, resolutions, documents, and reports in parentheses, brackets, footnotes, sidenotes, tables, and leaderwork, the following abbreviations are used:

H.R. 416 (House bill)	H. Doc. 35 (House document)
S. 116 (Senate bill)	S. Doc. 62 (Senate document)
H. Res. 5 (House resolution)	H. Rept. 214 (House report)
H. Con. Res. 10 (House concurrent resolution)	S. Rept. 410 (Senate report)
H.J. Res. 21 (House joint resolution)	Ex. Doc. B (Executive document)
S. Res. 50 (Senate resolution)	Ex. F (79th Cong., 2d sess.)
S. Con. Res. 17 (Senate concurrent resolution)	Ex. Rept. 9 (79th Cong., 1st sess.)
S.J. Res. 45 (Senate joint resolution)	Misc. Doc. 16 (miscellaneous document)
	Public Res. 47

10.39. References to statutes in parentheses, footnotes, sidenotes, tables, leaderwork, and congressional work are abbreviated as follows (see also rule 18.33, p. 227):

Rev. Stat. (Revised Statutes); 43 Rev. Stat. 801
Supp. Rev. Stat. (Supplement to the Revised Statutes)
Stat. L. (Statutes at Large)

but Public Law 85-1

Calendar divisions

10.40. Names of months followed by the day, or day and year, are abbreviated in footnotes, tables, leaderwork, and sidenotes, and in bibliographies. (See examples, rule 10.41.) *May*, *June*, and *July* are always spelled out. Preferred forms follow:

Jan.	Apr.	Oct.
Feb.	Aug.	Nov.
Mar.	Sept.	Dec.

10.41. In text only, dates as part of a citation or reference within parentheses or brackets are also abbreviated.

- (Op. Atty. Gen., Dec. 4, 1925)
- (Congressional Record, Dec. 15, 1950)
- [From the New York Times, Mar. 4, 1958]
- [From the Mar. 4 issue]

On Jan. 25 (we had commenced on Dec. 26, 1957) the work was finished.
(In footnotes, tables, leaderwork, and sidenotes)

On January 25, a decision was reached (Op. Atty. Gen., Dec. 4, 1925).
(Text, but with citation in parentheses)

but On January 25 (we had commenced on December 26, 1957) the work was finished. (Not a citation or reference in text)

10.42. In narrow columns of tables, the names of months may be abbreviated even if standing alone.

10.43. The names of days of the week are preferably not abbreviated, but the following forms are used, if necessary, in lists or in narrow columns in tables:

Sun.	Wed.	Fri.
Mon.	Thurs.	Sat.
Tues.		

Standard abbreviations. (See also "Coined words and symbols," rule 10.44.1, p. 162.)

(For a comprehensive list of standard abbreviations of legal and other Latin phrases, see pp. 431-434; for similar abbreviations in other languages, see section on abbreviations in the language desired, pp. 375-476.)

10.44. If abbreviations are required, use these forms:

- | | |
|---|--|
| <ul style="list-style-type: none"> a., ampere; are Å., angstrom AA, antiaircraft AAA, antiaircraft artillery A.B. or B.A., bachelor of arts abbr., abbreviation ABC, atomic, biological, and chemical abs., absolute; abstract a.c., alternating current acct., account ACTH, adrenocorticotrophic hormone A.D. (anno Domini), in the year of our Lord Adj., adjutant Adj. Gen., Adjutant General Adm., admiral AEC, Atomic Energy Commission AEF, American Expeditionary Forces AF, audiofrequency AFB, and similar military symbols (with name), Air Force Base A1c., airman, first class AFL-CIO, American Federation of Labor and Congress of Industrial Organizations a.k.a., also known as Ala., Alabama A.L.R., American Law Reports AM (no periods), amplitude modulation A.M. (anno mundi), in the year of the world A.M. or M.A., master of arts a.m. (ante meridiem), before noon A.M.C., American Maritime Cases | <ul style="list-style-type: none"> Am. Dec., American Decisions AMG, Allied Military Government Am. Repts., American Reports AMVETS, American Veterans of World War II; Amvet(s) (individual) antilog (no period), antilogarithm API, American Petroleum Institute APO (no periods), Army post office app., apps., appendix, appendixes App. D.C., District of Columbia Appeal Cases App. Div., Appellate Division APPR, Army package power reactor approx., approximately Apr., April ARC, American Red Cross Ariz., Arizona Ark., Arkansas ARPA, Advanced Research Projects Agency art., article ASME, American Society of Mechanical Engineers A.S.N., Army service number Asst. Surg., assistant surgeon A.s.t., Atlantic standard time ASTM, American Society for Testing Materials A.t., Atlantic time Atl., Atlantic Reporter; A. (2d), Atlantic Reporter, second series atm., atmosphere at. wt., atomic weight Aug., August |
|---|--|

- AUS, Army of the United States
 avdp., avoirdupois
 Ave., avenue
 a.w.l., absent with leave
 a.w.o.l., absent without official leave
 B., Baumé
 BAE, Bureau of Agricultural Economics
 bbl., barrel
 B.C., before Christ
 BCG (bacillus Calmette-Guérin), anti-tuberculosis vaccine
 bd.-ft., board-foot
 BDSA, Business and Defense Services Administration
 BEC, Bureau of Employees' Compensation
 Bev., billion electron volts
 bf., boldface
 b. hp., brake horsepower
 BIS, Bank for International Settlements
 Blatch. Pr. Cas., Blatchford's Prize Cases
 Bldg., building
 B. Lit(t). or Lit(t). B., bachelor of literature
 BLS, Bureau of Labor Statistics
 Blvd., boulevard
 b.m., board measure
 b.o., buyer's option
 b.p., boiling point
 b.p.d., barrels per day
 Brig. Gen., brigadier general
 B.S. or B. Sc., bachelor of science
 B.t.u., British thermal unit
 bu., bushel
 bull., bulletin
 Bvt., brevet
 C., Celsius ¹ (also centigrade)
 c., cycle (kc. only); curie
 ¢, c., ct., cent(s)
 ca. (circa), about; centiare
 CAB, Civil Aeronautics Board
 Calif., California
 c. and s.c., caps and small caps
 Capt., captain
 CARE, Cooperative for American Remittances to Europe
 c.b.d., cash before delivery
 cc., cubic centimeter
 C.C.A., Circuit Court of Appeals
 CCC, Commodity Credit Corporation
 C. Cls., Court of Claims
 C. Cls. R., Court of Claims Reports
 C.C.P.A., Court of Customs and Patent Appeals
 CCR, Commission on Civil Rights
 cd.-ft., cord-foot
 C.E., Common Era
 CEA, Council of Economic Advisers
 cf. (confer), compare
 c.f.m., cubic feet per minute
 CFR, Code of Federal Regulations
 CFR Supp., Code of Federal Regulations Supplement
 c.f.s., cubic feet per second
 cg., centigram
 ch., chapter
 c.-h., candle-hour
 CIA, Central Intelligence Agency
 CIC, Counterintelligence Corps
 c.i.f., cost, insurance, and freight
 C.J. (corpus juris), body of law; Chief Justice
 cl., centiliter
 c.m., circular mil (wire measure)
 cm., centimeter
 cm.², square centimeter
 cm.³, cubic centimeter
 CO, commanding officer
 Co., company
 c.o.d., cash on delivery
 Col., colonel
 col., column
 Colo., Colorado
 Comdr., commander
 Comp. Dec., Comptroller's Decisions (Treasury)
 Comp. Gen., Comptroller General Decisions
 con., continued
 conelrad, control of electromagnetic radiation (civil defense)
 Conn., Connecticut
 Corp., corporation
 cos (no period), cosine
 cosh (no period), hyperbolic cosine
 cot (no period), cotangent
 coth (no period), hyperbolic cotangent
 cp., candlepower
 c.p., chemically pure
 CPA, certified public accountant
 CPI, Consumer Price Index
 Cpl., corporal
 c.p.m., cycles per minute
 c.p.s., cycles per second
 Cr., Cranch (U.S. Supreme Court Reports)
 cr., credit; creditor
 CRP, C-reactive protein
 csc (no period), cosecant
 csch (no period), hyperbolic cosecant
 CSS, Commodity Stabilization Service
 c.s.t., central standard time
 Ct., court
 c.t., central time
 cu. ft., cubic foot
 cu. in. or in.³, cubic inch
 GWO, chief warrant officer
 cwt., hundredweight
 C.Z., Canal Zone
 d., dyne; pence
 Dall., Dallas (U.S. Supreme Court Reports)
 DAR, Daughters of the American Revolution
 DATA, Defense Air Transportation Administration
 db (no period), decibel
 d.b.a., doing business as
 d.b.h., diameter at breast height
 d.c., direct current
 D.C., District of Columbia

¹ Preferred form approved by Ninth General Conference on Weights and Measures, October 1948.

- D.D., doctor of divinity
 D.D.S., doctor of dental surgery
 DDT, dichlorodiphenyltrichloroethane
 Dec., December
 Del., Delaware
 DEW, distant early warning (DEWline)
 dg., decigram
 Dist. Ct., District Court
 dkg., dekagram
 dkl., dekaliter
 dkm., dekameter
 dkm.², square dekameter
 dkm.³, cubic dekameter
 dl., deciliter
 DLF, Development Loan Fund
 D. Lit(t). or Lit(t). D., doctor of literature
 dm., decimeter
 dm.², square decimeter
 dm.³, cubic decimeter
 DMB, Defense Mobilization Board
 DMEA, Defense Minerals Exploration Administration
 do. (ditto), the same
 dol., \$, dollar
 doz., dozen
 DP (no periods), displaced person
 D.P.H., doctor of public health
 D.P. Hy., doctor of public hygiene
 dr., debit; debtor; dram
 Dr., doctor; drive
 DV, distinguished visitor (Air Force) (see also VIP)
 D.V.M., doctor of veterinary medicine
 d.w.t., deadweight tons
 dwt., pennyweight
 E., east
 e., erg
 e.d.t., eastern daylight time
 ed., eds., edition, editions
 EEE, eastern equine encephalitis
 e.g. (exempli gratia), for example
 EHF (no periods), extremely high frequency
 8º, octavo
 e.m.f., electromotive force
 Ens., ensign
 e.o.m., end of month
 ERP, European recovery program
 e.s.t., eastern standard time
 e.s.u., electrostatic unit
 e.t., eastern time
 et al. (et alii), and others
 etc. (et cetera), and so forth
 Euratom, European Atomic Energy Community
 Ex. Doc. (with letter), executive document
 F., Fahrenheit
 f., farad
 f., ff., and following page (pages)
 FAA, Federal Aviation Agency
 FAO, Food and Agriculture Organization
 f.a.s., free alongside ship
 FAS, Foreign Agricultural Service
 FCA, Farm Credit Administration
- FCC, Federal Communications Commission
 FDA, Food and Drug Administration
 FDIC, Federal Deposit Insurance Corporation
 Feb., February
 Fed., Federal Reporter; F. (2d), Federal Reporter, second series
 FHA, Federal Housing Administration; Farmers Home Administration
 FHLBB, Federal Home Loan Bank Board
 FICA, Federal Insurance Contributions Act
 fig., figure
 1st Lt., first lieutenant
 1st Sgt., first sergeant
 Fla., Florida
 FM (no periods), frequency modulation
 FMB, Federal Maritime Board
 FMCS, Federal Mediation and Conciliation Service
 FNMA, Federal National Mortgage Association (Fannie Mae)
 fo, folio
 f.o.b., free on board
 4º, quarto
 FPC, Federal Power Commission
 FPIS, forward propagation ionospheric scatter
 f.p.m., feet per minute
 FPO (no periods), fleet post office
 f.p.s., feet per second; frames per second
 FPV, free piston vessel
 F.R., Federal Register
 Fri., Friday
 F.R.S., Fellow of the Royal Society
 FRS, Federal Reserve System
 FS, Forest Service
 FSA, Federal Security Agency
 F. Supp., Federal Supplement
 ft., foot
 ft. b.m., feet board measure
 ft.-c., foot-candle
 FTC, Federal Trade Commission
 ft.-l., foot-lambert
 ft.-lb., foot-pound
 g., gram; gravity
 Ga., Georgia
 gal., gallon
 GAO, General Accounting Office
 GAR, Grand Army of the Republic
 GARIOA, Government and Relief in Occupied Areas
 GAW, guaranteed annual wage
 GCA (no periods), ground control approach
 g.c.d., greatest common divisor
 GCI (no periods), ground control intercept
 G.c.t., Greenwich civil time
 Gen., general
 GI, general issue; Government issue
 G.m.a.t., Greenwich mean astronomical time
 G.M. & S., general, medical, and surgical

- G.m.t., Greenwich mean time
 GNP, gross national product
 Gov., governor
 g.p.m., gallons per minute
 g.p.s., gallons per second
 gr., grain; gross
 gr. wt., gross weight
 GSA, General Services Administration
 GTS, gas turbine ship
 h., henry
 ha., hectare
 H.C., House of Commons
 h.c.f., highest common factor
 H. Con. Res. (with number), House concurrent resolution
 H. Doc. (with number), House document
 HE (no periods), high explosive
 HEW, Department of Health, Education, and Welfare
 HF (no periods), high frequency
 hg., hectogram
 HHFA, Housing and Home Finance Agency
 H.J. Res. (with number), House joint resolution
 H.L., House of Lords
 hl., hectoliter
 hm., hectometer
 hm.², square hectometer
 hm.³, cubic hectometer
 Hosp. Sgt., hospital sergeant
 Hosp. Steward, hospital steward
 How., Howard (U.S. Supreme Court Reports)
 hp., horsepower
 hp.-hr., horsepower-hour
 H.R. (with number), House bill
 hr., hour
 H. Rept. (with number), House report
 H. Res. (with number), House resolution
 IADB, Inter-American Defense Board
 IAEA, International Atomic Energy Agency
 ibid. (ibidem), in the same place
 ICA, International Cooperation Administration
 ICBM, intercontinental ballistic missile
 ICC, Interstate Commerce Commission
 id. (idem), the same
 i.e. (id est), that is
 IF (no periods), intermediate frequency
 IFC, International Finance Corporation
 IFF (no periods), identification, friend or foe
 i. hp., indicated horsepower
 Ill., Illinois
 ILO, International Labor Organization
 IMCO, International Maritime Consultative Organization
 in., inch
 Inc., incorporated
 Ind., Indiana
 in.-lb., inch-pound
 Insp. Gen., Inspector General
 I O U (spaces, no periods), I owe you
 IQ, intelligence quotient
 IRAC, Interdepartment Radio Advisory Committee
 IRBM, intermediate range ballistic missile
 IRE, Institute of Radio Engineers
 IRO, International Refugee Organization
 IRS, Internal Revenue Service
 ITO, International Trade Organization
 ITU, International Telecommunication Union; International Typographical Union
 j, joule
 Jan., January
 jato (no periods), jet-assisted takeoff
 J.D. (jurum doctor), doctor of laws
 jg., junior grade
 Jr., junior
 Judge Adv. Gen., Judge Advocate General
 K., Kelvin
 Kans., Kansas
 kc., kilocycle
 K.C.B., Knight Commander of the Bath
 Kev., kilo electron volts
 kg., kilogram
 kl., kiloliter
 km., kilometer
 km.², square kilometer
 km.³, cubic kilometer
 kt., carat; kiloton
 kv., kilovolt
 kv.-a., kilovolt-ampere
 kw., kilowatt
 kw.-hr., kilowatt-hour
 Ky., Kentucky
 l, liter
 La., Louisiana
 lat., latitude
 lb., pound
 lb. ap., pound, apothecary's
 lb. av., pound, avoirdupois
 lc., lowercase
 l.c.l., less-than-carload lot
 l.c.m., least common multiple
 L. Ed., Lawyer's edition (U.S. Supreme Court Reports)
 lf., lightface
 LF (no periods), low frequency
 LL.B., bachelor of laws
 LL.D., doctor of laws
 loc. cit. (loco citato), in the place cited
 log (no period), logarithm
 long., longitude
 loran (no periods), long-range navigation
 lox (no periods), liquid oxygen
 LPG, liquefied petroleum gas
 L.S. (locus sigilli), place of the seal
 l.s.t., local standard time
 l.t., local time
 Lt., lieutenant
 Lt. Col., lieutenant colonel
 Lt. Comdr., lieutenant commander
 Ltd., limited
 Lt. Gen., lieutenant general
 Lt. Gov., lieutenant governor

- Lt. (jg.), lieutenant (junior grade)
 l.w.l., load waterline
 l.w.m., low watermark
 M., monsieur; MM., messieurs
 m., meter; (meridies), noon
 M (no period), thousand
M, more
 ma., milliampere
 m.², square meter
 m.³, cubic meter
 MA, Maritime Administration
 m.a.f., moisture and ash free (coal)
 MAG, Military Advisory Group
 Maj., major
 Maj. Gen., major general
 Mar., March
 Mass., Massachusetts
 MATS, Military Air Transport Service
 mb., millibar
 M b.m., thousand (feet) board measure
 mc., megacycle
 M (no period) c.f., thousand cubic feet
 M.D., doctor of medicine
 Md., Maryland
 MDAP, mutual defense assistance program
 memo (no period), memorandum
 meq., milliequivalent
 Mev., million electron volts
 MF (no periods), medium frequency
 mf., millifarad
 mg., milligram
 mG, milligauss
 mh., millihenry
 Mich., Michigan
 min., minute
 Minn., Minnesota
 Misc. Doc. (with number), miscellaneous document
 Miss., Mississippi
 ml., milliliter
 Mlle., mademoiselle
 mm., millimeter
 mm.², square millimeter
 mm.³, cubic millimeter
 Mme., madame
 Mmes., mesdames
 m.n.f., magnetomotive force
 mmfd., micromicrofarad
 Mo., Missouri
 mo., month
 mol. wt., molecular weight
 Mon., Monday
 Mont., Montana
 MOS, military occupational specialty
 M.P., Member of Parliament
 MP (no periods), military police
 m.p., melting point
 m.p.h., miles per hour
 Mr., mister
 Mrs., mistress
 ms., megasecond
 M.S., master of science
 MS, motorship
 MS., MSS., manuscript, manuscripts
 msec., millisecond
 Msgr., monsignor
 M. Sgt., master sergeant
 m.s.l., mean sea level
 m.s.t., mountain standard time
 mt., megaton
 m.t., mountain time
 MV, motor vessel
 mμ, millimicron
 μ, micron
 μa., microampere
 μf., microfarad (one-millionth of a farad)
 μg., microgram
 μsec., microsecond
 μv., microvolt
 μw., microwatt
 μ², square micron
 μ³, cubic micron
 μμ, micromicron (one-millionth of a micron)
 μμf., micromicrofarad (one-millionth of a millionth part)
 mya., myriare
 myg., myriagram
 myl., myrialiter
 mym., myriameter
 N., north
N, normal
 NAC, national agency check
 NASA, National Aeronautics and Space Administration
 NATO, North Atlantic Treaty Organization
 NBS, National Bureau of Standards
 N.C., North Carolina
 N. Dak., North Dakota
 NE., northeast
 Nebr., Nebraska
 n.e.c., not elsewhere classified
 n.e.s., not elsewhere specified
 Nev., Nevada
 N.F., National Formulary
 n.-f.e., nitrogen-free extract
 N.H., New Hampshire
 N.J., New Jersey
 n.l., natural log or logarithm
 NLRB, National Labor Relations Board
 N. Mex., New Mexico
 No., Nos., number, numbers
 n.o.i.b.n., not otherwise indexed by name
 n.o.p., not otherwise provided (for)
 n.o.s., not otherwise specified
 Nov., November
 NOVS, National Office of Vital Statistics
 NS, nuclear ship
 NSA, National Shipping Authority
 NSC, National Security Council
 NSF, National Science Foundation
 n.s.p.f., not specifically provided for
 NW., northwest
 N.Y., New York
 OASI, old-age and survivors insurance
 Oct., October
 OD, officer of the day
 o.d., olive drab
 OIT, Office of International Trade
 OK, OK'd, OK'ing, OK's
 Okla., Oklahoma

- OMCD, Office of Mobilization and Civil Defense
 Op. Atty. Gen., Opinions of the Attorney General
 op. cit. (opere citato), in the work cited
 Orderly Sgt., orderly sergeant
 Ord. Sgt., ordnance sergeant
 Oreg., Oregon
 OSD, Office of the Secretary of Defense
 OTC, Organization for Trade Cooperation
 oz., ounce
 p., pp., page, pages
 Pa., Pennsylvania
 PA (no periods), public-address system
 Pac., Pacific Reporter; P. (2d), Pacific Reporter, second series
 par., paragraph
 Passed Asst. Surg., passed assistant surgeon
 PBS, Public Buildings Service
 pct., percent
 Pet., Peters (U.S. Supreme Court Reports)
 pF, water energy (p, logarithm; F, frequency)
 Pfc., private, first class
 Ph, phenyl
 pH, hydrogen-ion concentration
 ph., phase
 PHA, Public Housing Administration
 Phar. D., doctor of pharmacy
 Ph. B. or B. Ph., bachelor of philosophy
 Ph. D. or D. Ph., doctor of philosophy
 Ph. G., graduate in pharmacy
 PHS, Public Health Service
 pk., peck
 Pl., place
 pl., plate; plural
 p.m. (post meridiem), afternoon
 PO, petty officer
 p.o.d., pay on delivery
 p.o.r., pay on return
 POW (no periods), prisoner of war
 PP (no periods), pellagra preventive (factor)
 PPI (no periods), plan position indicator
 p.p.i., policy proof of interest
 p.p.m., parts per million
 p.q., previous question
 P.R., Puerto Rico
 Private Res. (with number), private resolution
 Prof., professor
 pro tem (pro tempore), temporarily
 P.S. (post scriptum), postscript
 p.s.f., pounds per square foot
 p.s.i., pounds per square inch
 p.s.i.a., pounds per square inch absolute
 p.s.i.g., pounds per square inch gage
 P.s.t., Pacific standard time
 P.t., Pacific time
 pt., part; pint
 PTA (no periods), parent-teachers' association
 p.t.o., please turn over
 Public Res. (with number), public resolution
 Pvt., private
 PX (no periods), post exchange
 q., qq., question, questions
 ql., quintal
 Q.M. Gen., Quartermaster General
 Q.M. Sgt., quartermaster sergeant
 qt., quart
 R., Reaumur
 racon (no period), radar beacon
 radar (no period), radio detection and ranging
 Rand Corp. (research and development)
 R. & D., research and development
 rato, rocket-assisted takeoff
 RB, Renegotiation Board
 Rd., road
 RDB, Research and Development Board
 REA, Rural Electrification Administration
 Rear Adm., rear admiral
 r.e.p., roentgen equivalent physical
 Rev., reverend
 Rev. Stat., Revised Statutes
 RF (no periods), radiofrequency
 R.F.D., rural free delivery
 Rh, Rhesus (blood factor)
 R.I., Rhode Island
 r.m.s., root mean square
 ROP, run of paper
 ROTC, Reserve Officers' Training Corps
 r.p.m., revolutions per minute
 r.p.s., revolutions per second
 RR., railroad
 RRB, Railroad Retirement Board
 Rt. Rev., right reverend
 Ry., railway
 s., shilling
 S., south; Senate bill (with number)
 SAC, Strategic Air Command
 SACEUR, Supreme Allied Commander Europe
 SAE, Society of Automotive Engineers
 SAGE, semiautomatic ground environment
 s. and s.c., sized and supercalendered
 SAR, Sons of the American Revolution
 Sat., Saturday
 SBA, Small Business Administration
 sc. (scilicet), namely (see also ss)
 s.c., sized and calendered; small caps
 S.C., South Carolina
 SCAP, Supreme Commander for the Allied Powers (Japan)
 S. Con. Res. (with number), Senate concurrent resolution
 s.d. (sine die), without date
 S. Dak., South Dakota
 S. Doc. (with number), Senate document
 SE., southeast
 SEATO, Southeast Asia Treaty Organization
 SEC, Securities and Exchange Commission
 sec., second; section
 sec (no period), secant

- sec.-ft., second-foot
 sech (no period), hyperbolic secant
 2d, 3d, second, third
 2d Lt., second lieutenant
 S1c., seaman, first class
 Sept., September
 ser., series
 Sf, Svedberg flotation
 Sfc., sergeant, first class
 Sgt., sergeant
 SHAPE, Supreme Headquarters Allied Powers (Europe)
 SHF (no periods), superhigh frequency
 shoran (no period), short range (radio)
 s. hp., shaft horsepower
 sic (no period), thus
 sin (no period), sine
 sinh (no period), hyperbolic sine
 S.J. Res. (with number), Senate joint resolution
 s.o., seller's option
 sofar (no period), sound fixing and ranging
 sonar (no period), sound, navigation and ranging
 SOP, standard operating procedure
 S O S (spaces, no periods), wireless distress signal
 s.p. (sine prole), without issue
 SP (no periods), shore patrol
 SPAR, Coast Guard Women's Reserve
 sp. gr., specific gravity
 Sp3c., specialist, third class
 Sq., square (street)
 sq. in. or in.², square inch
 Sr., senior
 S. Rept. (with number), Senate report
 S. Res. (with number), Senate resolution
 SS, steamship
 ss (no period) (scilicet), namely (in law) (see also sc.)
 SSA, Social Security Administration
 S.S.F., standard Saybolt furoil
 S. Sgt., staff sergeant
 SSS, Selective Service System
 S.S.U., standard Saybolt universal
 St., Ste., SS., Saint, Sainte, Saints
 St., street
 Stat., Statutes at Large
 std. c.f., standard cubic foot (feet)
 subch., subchapter
 subpar., subparagraph
 subsec., subsection
 Sun., Sunday
 SUNFED, Special United Nations Fund for Economic Development
 Sup. Ct., Supreme Court Reporter
 supp., supplement
 Supp. Rev. Stat., Supplement to the Revised Statutes
 Supt., superintendent
 Surg., surgeon
 Surg. Gen., Surgeon General
 S.U.S., Saybolt universal second(s)
 SW., southwest
 S.W. (2d), Southwestern Reporter, second series
 T., Tps., township, townships
 tan (no period), tangent
 tanh (no period), hyperbolic tangent
 TB (no periods), tuberculosis
 tbsp., tablespoonful
 T.D., Treasury Decisions
 TDN, total digestible nutrients
 Tenn., Tennessee
 Ter., terrace
 Tex., Texas
 T.H., Territory of Hawaii
 Thurs., Thursday
 t.l.o., total loss only
 t.m., true mean
 TNT (no periods), trinitrotoluol
 T2g., technician, second grade
 T. Sgt., technical sergeant
 tsp., teaspoonful
 Tues., Tuesday
 TV, television
 TVA, Tennessee Valley Authority
 Twad., Twaddell
 2,4-D, insecticide
 uc., uppercase
 UHF (no periods), ultrahigh frequency
 UMTS, Universal Military Training Service (or System)
 U.N., United Nations
 UNESCO, United Nations Educational, Scientific, and Cultural Organization
 UNICEF, United Nations Children's Fund
 U.S., U.S. Supreme Court Reports
 U.S.A., United States of America
 USA, U.S. Army
 USAF, U.S. Air Force
 USAREUR, U.S. Army, Europe
 U.S.C., United States Code
 U.S.C.A., United States Code Annotated
 U.S.C. Supp., United States Code Supplement
 USCG, U.S. Coast Guard
 USES, U.S. Employment Service
 U.S. 40, U.S. No. 40, U.S. Highway No. 40
 USIA, U.S. Information Agency
 USMC, U.S. Marine Corps
 USN, U.S. Navy
 USNR, U.S. Naval Reserve
 U.S.P., United States Pharmacopoeia
 U.S.S., U.S. Senate; U.S. ship
 U.S.S.R., Union of Soviet Socialist Republics
 u.t., universal time
 v., volt
 v. or vs. (versus), against
 Va., Virginia
 VA, Veterans' Administration
 VAR, visual-aural range
 VHF (no periods), very high frequency
 V.I., Virgin Islands
 Vice Adm., vice admiral
 VIP (no periods), very important person (see also DV)
 viz (no period) (videlicet), namely
 VLF (no periods), very low frequency
 vol., volume
 Vt., Vermont
 W., west

w., watt
 WAC, Women's Army Corps; a Wac
 w.a.e., when actually employed
 WAF, Women in the Air Force; a Waf
 Wall., Wallace (U.S. Supreme Court Reports)
 Wash., Washington
 WAVES, women accepted for volunteer emergency service; a Wave
 Wed., Wednesday
 wf (no periods), wrong font
 Wheat., Wheaton (U.S. Supreme Court Reports)

WHO, World Health Organization
 w.-hr., watt-hour
 w.i., when issued
 Wis., Wisconsin
 WMAL, WRC, etc., radio stations
 WO, warrant officer
 WO (jg.), warrant officer (junior grade)
 w.o.c., without compensation
 W. Va., West Virginia
 Wyo., Wyoming
 Yale L.J., Yale Law Journal
 yd., yard
 yr., year

Coined words and symbols

10.44.1. To obtain uniform treatment in the formation of coined words and symbols, the following formula, which conforms to current usage, will be applied:

When only first letter of each word is used to make up symbol, use all caps:
 APPR (Army package power reactor)
 MAG (Military Advisory Group)

When proper names are used in shortened form any word of which uses more than first letter of each word, use caps and lowercase:
 Pepco (Potomac Electric Power Co.)
 Inco (International Nickel Co.)
 Aramco (Arabian-American Oil Co.)

In common-noun combinations made up of more than first letter of lower-cased words, use lowercase:
 loran (*long-range navigation*)
 sonar (*sound navigation ranging*)

10.45. The words *infra* and *supra* are not abbreviated.

10.46. Even in commercial correspondence do not abbreviate *instant*, *primo*, and *ultimo*.

Terms of measure

10.47. Compass directions are abbreviated as follows:

N.	E.	S.	W.	10° N. 25° W.
NE.	SW.	NNW.	ESE.	NW. by N. ¼ W.

10.48. The words *latitude* and *longitude*, followed by figures, are abbreviated in parentheses, brackets, footnotes, sidenotes, tables, and leaderwork, and the figures are always closed up.

lat. 52°33'05" N.

long. 13°21'10" E.

10.49. Avoid breaking latitude and longitude figures at end of line; space out line instead. In case of an unavoidable break at end of line, use hyphen.

10.50. Temperature and gravity are expressed in figures and the degree mark is used. Note the following abbreviations:

C. ¹ Celsius ² (also centigrade)	B., Baumé
F., Fahrenheit	API, American Petroleum Institute
R., Reaumur	Twad., Twaddell
K., Kelvin	32° F. ¹
abs., absolute	273.1° K.
	18° API

¹ Without figures preceding it, ° C. or ° F. (note space) should be used only in boxheads and over figure columns in tables.

² See footnote 1 on p. 156.

10.51. References to meridian in statements of time are abbreviated as follows:

- | | |
|----------------------------|--------------------|
| 10 a.m. | 12 m. (noon) |
| 2:30 p.m. (use thin colon) | 12 p.m. (midnight) |

10.52. The word *o'clock* is not used with abbreviations of time. (See rule 11.9b, p. 166.)

10.53. Metric abbreviations are set in lowercase, the same form being used for both singular and plural. The preferred abbreviation for *cubic centimeter* is *cc.*; use *cm.³* only when requested.

Prefixed and their meaning

- m. milli = one-thousandth (0.001)
 c. centi = one-hundredth (0.01)
 d. deci = one-tenth (0.1)
 [The unit equals 1]
 dk. deka = ten (10)
 h. hecto = one hundred (100)
 k. kilo = one thousand (1,000)

Metric units

- m. meter (for length)
 g. gram (for weight or mass)
 l. liter (for capacity)

Length

- mym. myriameter
 km. kilometer
 hm. hectometer
 dkm. dekameter
 m. meter
 dm. decimeter
 cm. centimeter
 mm. millimeter
 μ micron (0.001 mm.)
 mμ millimicron

Area

- mya. myriare
 km.² square kilometer
 hm.² square hectometer
 dkm.² square dekameter
 m.² square meter
 dm.² square decimeter
 cm.² square centimeter
 mm.² square millimeter
 μ² square micron

Volume

- km.³ cubic kilometer
 hm.³ cubic hectometer
 dkm.³ cubic dekameter
 m.³ cubic meter
 dm.³ cubic decimeter
 cm.³ cubic centimeter
 mm.³ cubic millimeter
 μ³ cubic micron

Weight

- myg. myriagram
 kg. kilogram
 hg. hectogram
 dkg. dekagram
 g. gram
 dg. decigram
 cg. centigram
 mg. milligram
 μg. microgram

Land area

- ha. hectare
 a. are
 ca. centiare

Capacity of containers

- myl. myrialiter
 kl. kiloliter
 hl. hectoliter
 dkl. dekaliter
 l. liter
 dl. deciliter
 cl. centiliter
 ml. milliliter

10.54. A similar plan of abbreviation applies to any unit based on the metric system.

- | | | |
|---------------------|------------------------|---|
| a. ampere | mho (not abbreviated) | mh. millihenry |
| A. angstrom | ohm (not abbreviated) | μf. microfarad (one-millionth of a farad) |
| c. cycle (kc. only) | v. volt | μμ micromicron (one-millionth of a micron) |
| d. dyne | w. watt | μμf. micromicrofarad (one-millionth of a millionth) |
| e. erg | kc. kilocycle | |
| f. farad | kv. kilovolt | |
| h. henry | kv.-a. kilovolt-ampere | |
| j. joule | kw. kilowatt | |
| mc. megacycle | mf. millifarad | |

10.55. The following forms are used when units of English weight and measure and units of time are abbreviated, the same form of abbreviation being used for both singular and plural:

Length

- in., inch
 ft., foot
 yd., yard
 mile(s), not abbreviated

Area and volume

- sq. in., in.², square inch
 cu. in., in.³, cubic inch
 sq. mile(s), square mile(s)
 cu. ft., cubic foot

<i>Time</i>	<i>Weight</i>	<i>Capacity</i>
yr., year	gr., grain	gill(s), not abbreviated
mo., month	dr., dram	pt., pint
day, not abbreviated	oz., ounce	qt., quart
hr., hour	lb., pound	gal., gallon
min., minute	cwt., hundredweight	pk., peck
sec., second	dwt., pennyweight	bu., bushel
	ton(s), not abbreviated	dbl., barrel

10.56. In astrophysical and similar scientific matter, magnitudes and units of time may be expressed as follows, if so written in copy. (See also "Clock time," rule 11.9b, p. 166.)

2^M35^h3^m9^s4.5^h

Money

10.57. The following are some of the abbreviations and symbols used for indicating money:

\$, dol. (dollar)
 c., ct., ¢ (cent, cents)
 ₺175 (Turkish)
 US\$15,000
 Mex\$2,650

₱ (peso)
 £ (pound)
 s. (shilling)
 d. (pence)
 £12 16s. 8d. (not 12/16/8)

Use "US\$" if omission, in relatively rare instances, would result in confusion.

(For the abbreviations of other terms indicating foreign money, see p. 244.)

NOTES

11. NUMERALS

(See also Tabular Work; Leaderwork)

11.1. Most rules for the use of numerals are based on the general principle that the reader comprehends numerals more readily than numerical word expressions, particularly in technical, scientific, or statistical matter. However, for special reasons numbers are spelled out in indicated instances.

11.2. The following rules cover the most common conditions that require a choice between the use of numerals and words. Some of them, however, are based on typographic appearance rather than on the general principle stated above.

11.3. Arabic numerals are generally preferable to Roman numerals.

NUMBERS EXPRESSED IN FIGURES

11.4. A figure is used for a single number of 10 or more within a sentence. (See also rules 11.9, 11.24.)

50 ballots
10 guns

24 horses
nearly 10 miles

about 40 men
10 times as large

Numbers and numbers in series

11.5. Figures are used in a group of two or more numbers, or for related numbers, any one of which is 10 or more. The sentence will be regarded as a unit for the use of figures.

Each of 15 major commodities (9 metal and 6 nonmetal) was in supply.

but Each of nine major commodities (five metal and four nonmetal) was in supply.

Petroleum came from 16 fields, of which 8 were discovered in 1956.

but Petroleum came from nine fields, of which eight were discovered in 1956.

That man has 3 suits, 2 pairs of shoes, and 12 pairs of socks.

but That man has three suits, two pairs of shoes, and four hats.

Of the 13 engine producers, 6 were farm equipment manufacturers, 6 were principally engaged in the production of other types of machinery, and 1 was not classified in the machinery industry.

but Only nine of these were among the large manufacturing companies, and only three were among the largest concerns.

There were three 6-room houses, five 4-room houses, and three 2-room cottages, and they were built by 20 men. (See rule 11.22, p. 170.)

There were three 6-room houses, five 4-room houses, and three 2-room cottages, and they were built by nine men.

Only 4 companies in the metals group appear on the list, whereas the 1947 census shows at least 4,400 establishments.

but If two columns of sums of money add or subtract one into the other and one carries points and ciphers, the other should also carry points and ciphers. At the hearing, only one Senator and one Congressman testified. There are four or five things which can be done.

11.6. A unit of measurement, time, or quantity (as defined in rule 11.9), which is always expressed in figures, does not affect the use of figures for other numerical expressions within a sentence.

Each of the five girls earned 75 cents an hour.

Each of the 15 girls earned 75 cents an hour.

A team of four men ran the 1-mile relay in 3 minutes 20 seconds.

This usually requires from two to five washes and a total time of 2 to 4 hours.

This usually requires 9 to 12 washes and a total time of 2 to 4 hours.

The contractor, one engineer, and one surveyor inspected the 1-mile road.

but There were two 6-room houses, three 4-room houses, and four 2-room cottages, and they were built by nine men in thirty 5-day weeks. (See rule 11.22, p. 170.)

11.7. Figures are used for serial numbers.

Bulletin 725	290 U.S. 325
document 71	Genesis 39: 20 (full space after colon)
pages 352-357	Metropolitan 5-9020 (telephone number)
lines 5 and 6	the year 1931
paragraph 1	1721-1727 St. Clair Avenue
chapter 2	<i>but</i> Letters Patent No. 2,189,463

11.8. A colon preceding figures does not affect their use.

The result was as follows: 12 voted yea, 4 dissented.

The result was as follows: nine voted yea, four dissented.

Measurement, time, and quantity

11.9. Units of measurement, time, and quantity are expressed in figures.

a. Age:

6 years old
52 years 10 months 6 days
a 3-year-old

b. Clock time (see also Time):

4:30 p.m. (use thin colon)
10 o'clock *or* 10 p.m. (*not* 10 o'clock p.m.; 2 p.m. in the afternoon;
10:00 p.m.); 12 m. (noon); 12 p.m. (midnight)
half past 4
4^h30^m *or* 4.5^h, in scientific work, if so written in copy
0025, 2359 (astronomical and military time)

c. Dates:

June 1935; June 29, 1935 (*not* June, 1935, *nor* June 29th, 1935)
March 6 to April 15, 1935 (*not* March 6, 1935, to April 15, 1935)
May, June, and July, 1935 (*but* June and July 1935)
15 April 1951 (military)
the 2d (*or* 3d) instant
4th of July (*but* Fourth of July, meaning the holiday)
the 1st [day] of the month (*but* the last of April or the first of May,
not referring to specific days)

In referring to a fiscal year, consecutive years, or a continuous period of 2 years or more, when contracted, the forms 1906-38, 1931-32, 1801-2, 1875-79 are used (*but* 1895-1914, 1900-1901); for two or more separate years not representing a continuous period, a comma is used instead of a dash (1875, 1879); if the word *from* precedes the year or the word *inclusive* follows it, the second year is not shortened and the word *to* is used in lieu of the dash (from 1933 to 1936; 1935 to 1936, inclusive).

In dates, *A.D.* precedes the year (*A.D.* 937); *B.C.* follows the year (254 *B.C.*).

d. Decimals: In text a cipher should be supplied before a decimal point if there is no unit, and ciphers should be omitted after a decimal point unless they indicate exact measurement.

0.25 inch; 1.25 inches	<i>but</i> .30 caliber (meaning 0.30
silver 0.900 fine	inch, bore of small arms);
specific gravity 0.9547	30 calibers (length)
gage height 10.0 feet	

- e. Degrees, etc. (spaces omitted):
 longitude 77°04'06'' E. strike N. 16° E.
 latitude 49°26'14'' N. dip 47° W. *or* 47° N. 31° W.
 35°30'; 35°30' N. gravity 16.6° B.
 a polariscopic test of 85° 25.5' (preferred); *also* 25'.5 *or*
 45.5° to 49.5° below zero 25'.5, as in copy
but two degrees of justice; 12
 an angle of 57° degrees of freedom
- f. Market quotations:
 4½-percent bonds gold is 109
 Treasury bonds sell at 95 wheat at 2.30
 Metropolitan Railroad, 109 sugar, .03; *not* 0.03
- g. Mathematical expressions:
 multiplied by 3 divided by 6
- h. Measurements:
 7 meters 3 ems
 about 10 yards 20/20 (vision)
 8 by 12 inches 60μ
 8- by 12-inch page 2,500 horsepower
 2 feet by 1 foot 8 inches by 15 cubic yards
 1 foot 3 inches 6-pounder
 1½ miles 80 foot-pounds
 6 acres 10s (for yarns and threads)
 9 bushels *but* tenpenny nail; fourfold;
 1 gallon three-ply; five votes; six
 bales (see also rule 11.23)
- i. Money:
 \$3.65; \$0.75; 75 cents; 0.5 cent £2 4s. 6d.
 \$3 (*not* \$3.00) per 200 pounds T£175
 75 cents apiece 65 yen
 Rs.32,25,644 (Indian rupees) ₱265
 2.5 francs *or* fr.2.5
- j. Percentage:
 12 percent; 25.5 percent; 0.5 percent (*or* one-half of 1 percent)
 3.65 bonds; 3.65s; 5-20 bonds; 5-20s; 4½s; 3s (see also rule 5.28, p. 67)
 50-50 (colloquial expression)
 5 percentage points
- k. Proportion:
 1 to 4
 1:62,500 (equal space each side of colon)
 1-3-5
- l. Time (see also Clock time):
 6 hours 8 minutes 20 seconds *but* four centuries; three decades;
 10 years 3 months 29 days three quarters (9 months)
 8 days Statistics of any one year
 7 minutes In a year or two
 1 month
- m. Unit modifiers:
 5-day week 10-million-peso loan
 8-year-old wine a 5-percent increase
 8-hour day 20th-century progress
 10-foot pole *but* two-story house
 ½-inch pipe five-man board
 5-foot-wide entrance \$20 million airfield

Ordinal numbers

11.10. Except as indicated in rule 11.19, and also for day preceding month, figures are used in text and footnotes to text for serial ordinal numbers beginning with *10th*. In tables, leaderwork, footnotes to tables and leaderwork, and in sidenotes, figures are used at all times.

Military units are expressed in figures at all times, except *Corps*. (For ordinals in addresses, see rule 11.12.)

29th of May, <i>but</i> May 29	77th Regiment
First Congress; 82d Congress	9th Naval District
ninth century; 20th century	7th Fleet
Second Congressional District;	7th Air Force
20th Congressional District	7th Task Force
seventh region; 17th region	<i>but</i> XII Corps (Army usage)
eighth parallel; 38th parallel	Court of Appeals for the Tenth
fifth ward; 12th ward	Circuit
ninth birthday; 66th birthday	Seventeenth Decennial Census
2d Infantry Division	(title)
323d Fighter Wing	

11.11. When ordinals appear in juxtaposition, and one of them is *10th* or more, figures are used for such ordinal numbers.

This legislation was passed in the 1st session of the 82d Congress.

He served in the 9th and 10th Congresses.

From the 1st to the 82d Congress.

He represented the 1st, 4th, and 13th wards.

We read the 8th and 12th chapters.

but The district comprised the first and second precincts.

He represented the first, third, and fourth regions.

11.11.1. Ordinals and numerals appearing in a sentence are treated according to the separate rules dealing with ordinals and numerals standing alone or in a group. (See rules 11.4, 11.5, 11.10, 11.11, 11.24.)

The fourth group contained three items.

The fourth group contained 12 items.

The 8th and 10th groups contained three and four items, respectively.

The eighth and ninth groups contained 9 and 12 items, respectively.

11.12. Beginning with *10th*, figures are used in text matter for numbered streets, avenues, etc., but in tables, leaderwork, footnotes, and sidenotes, figures are used at all times, and *street*, *avenue*, etc., are abbreviated. (See also rule 10.13, p. 151.)

First Street NW.; *also* in parentheses: (Fifth Street) (13th Street); 810

West 12th Street; North First Street; 1021 121st Street; 2031 18th Street

North; 711 Fifth Avenue; 518 10th Avenue

Fractions

(For spelled-out fractions, see rule 11.28, p. 171.)

11.13. Piece and em fractions ($\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$, $\frac{5}{8}$, $\frac{7}{8}$, $\frac{1}{2954}$) are used in text, but the shilling mark with full-sized figures ($1/4$, $1/2954$) may be used if specially requested. A comma should not be used in any part of a built-up fraction of four or more digits or in decimals.

11.14. Fractions are used in a unit modifier.

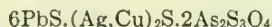
$\frac{1}{2}$ -inch pipe; *not* one-half-inch pipe $\frac{1}{4}$ -mile run $\frac{3}{8}$ -point rise

Punctuation

11.15. The comma is used in a number containing four or more digits, except in serial numbers, common and decimal fractions, astronomical and military time, and kilocycles and meters of not more than four figures pertaining to radio.

Chemical formulas

11.16. In chemical formulas full-sized figures are used before the symbol or group of symbols to which they relate, and inferior figures are used after the symbol. (See also rules 6.41.2, p. 75; 13.17, p. 177.)



NUMBERS SPELLED OUT

11.17. Numerals are spelled out at the beginning of a sentence or head. Rephrase a sentence or head to avoid beginning with figures.

Five years ago * * *; *not* 5 years ago * * *

Five hundred and fifty men are employed * * *; *not* 550 men are employed * * *
 "Five-Year Plan Announced"; *not* "5-Year Plan Announced" (head)

Although 1965 may seem far off, it * * *; *not* 1965 may seem far off, it * * *

Government employees numbering 207,843 * * *; *not* 207,843 Government employees * * *

Benefits amounting to \$69,603,566 * * *; *not* \$69,603,566 worth of benefits * * *

11.17.1. In testimony, hearings, transcripts, and Q. and A. matter, figures are used immediately following Q. and A. or name of interrogator or witness for years (e.g., 1958), sums of money, decimals, street numbers, and for numerical expressions beginning with 101.

Mr. SMITH. 1957 was a good year.

Mr. JONES. \$1 per share was the return. Two dollars in 1956 was the alltime high. Nineteen hundred and fifty-eight may be another story.

Mr. JONES. 92 cents.

Mr. SMITH. 12.8 percent.

Mr. JONES. 1240 Pennsylvania Avenue.

Mr. SMITH. Ninety-eight persons.

Q. 101 years? *But* Q. One hundred years?

A. 200 years.

Mr. SMITH. Ten-year average would be how much?

11.18. A spelled-out number should not be repeated in figures, except in legal documents. In such instances these forms will be observed:

five (5) dollars, *not* five dollars (5)

ten dollars (\$10), *not* ten (\$10) dollars

11.19. Numbers mentioned in connection with serious and dignified subjects and in formal writing are spelled out.

the Thirteen Original States

in the year nineteen hundred and forty-four

the Seventy-eighth Congress

millions for defense but not one cent for tribute

11.20. Numbers expressing time, money, or measurement separated from their unit descriptions by more than 2 words are spelled out if under 10.

two and more separate years
 whether five or any number of years

but 5 successive years
 4 calendar years
 6 hard-earned dollars
 5 up to 10 dollars

11.21. Numbers larger than 1,000, if spelled out, should be in the following form:

two thousand and twenty

one thousand eight hundred and fifty

one hundred and fifty-two thousand three hundred and five

eighteen hundred and fifty (serial number)

11.22. Numbers of less than 100 preceding a compound modifier containing a figure are spelled out.

two $\frac{3}{4}$ -inch boards
twelve 6-inch guns

three 4-room houses
but 120 8-inch boards

11.23. Indefinite expressions are spelled out.

the early seventies; *but* the
1870's
a thousand and one reasons
between two and three hundred
horses¹
midthirties
in the eighties, *not* the '80's
nor 80's

twelfefold; fortyfold; hundredfold
but 1 to 3 million
mid-1951
40-odd people; nine-odd people
40-plus people
100-odd people
250-fold; 2.5-fold; 41-fold

The words *nearly*, *about*, *around*, *approximately*, etc., do not constitute indefinite expressions.

11.24. Except as indicated in rule 11.9 (p. 166), a single number less than 10 is spelled out within a sentence. (See also rules 11.4, 11.5.)

six horses
five wells
eight times as large

but $3\frac{1}{2}$ cans
 $2\frac{1}{2}$ times *or* 2.5 times

11.25. For typographic appearance and easy grasp of large numbers beginning with *million*, the word *million* or *billion* is used.

The following are guides to treatment of figures as submitted in copy.

If copy reads—

\$12,000,000, *change to* \$12 million
2,750,000,000 dollars, *change to* \$2,750 million
2.7 million dollars, *change to* \$2.7 million
 $2\frac{3}{8}$ million dollars, *change to* \$2 $\frac{3}{8}$ million
two and one-half million dollars, *change to* \$2 $\frac{1}{2}$ million
but \$2,700,000, *do not change to* \$2.7 million
also \$10 to \$20 million; 10 or 20 million; between 10 and 20 million
4 millions of assets
amounting to 4 millions
\$1,270,000
\$1,270,200,000
\$2 $\frac{3}{4}$ billion; \$2.75 billion; \$2,750 million
\$500,000 to \$1 million
300,000; *not* 300 thousand
 $\frac{3}{4}$ billion to \$1 $\frac{1}{4}$ billion; \$1 $\frac{1}{4}$ to \$1 $\frac{1}{2}$ billion
three-quarters of a billion dollars

11.26. Related numbers close together at the beginning of a sentence are treated alike.

Fifty or sixty miles away is snowclad Mount McKinley.

11.27. Round numbers are spelled out.

a hundred cows
a thousand dollars
a million and a half

two thousand million dollars
less than a million dollars

¹ Better: Between 200 and 300 horses.

11.28. Fractions standing alone, or if preceded by *of a* or *of an*, are generally spelled out. (See also rule 11.14, p. 168.)

three-fourths of an inch; <i>not</i> $\frac{3}{4}$ inch <i>nor</i> $\frac{3}{4}$ of an inch	one-tenth
one-half inch	one-hundredth
one-half of a farm; <i>not</i> $\frac{1}{2}$ of a farm	two one-hundredths
one-fourth inch	one-thousandth
<i>or</i> , if copy so reads:	five one-thousandths
three-quarters of an inch	thirty-five one-thousandths
half an inch	<i>but</i> $\frac{1}{2}$ to $1\frac{1}{4}$ pages
a quarter of an inch	$\frac{1}{2}$ -inch pipe
	$\frac{1}{2}$ -inch-diameter pipe
	$3\frac{1}{2}$ cans; $2\frac{1}{2}$ times

ROMAN NUMERALS

11.29. A repeated letter repeats its value; a letter placed after one of greater value adds to it; a letter placed before one of greater value subtracts from it; a dashline over a letter denotes multiplied by 1,000.

I.....	1	XXIX.....	29	LXXV.....	75	DC.....	600
II.....	2	XXX.....	30	LXXIX.....	79	DCC.....	700
III.....	3	XXXV.....	35	LXXX.....	80	DCCC.....	800
IV.....	4	XXXIX.....	39	LXXXV.....	85	CM.....	900
V.....	5	XL.....	40	LXXXIX.....	89	M.....	1,000
VI.....	6	XLV.....	45	XC.....	90	MD.....	1,500
VII.....	7	XLIX.....	49	XCV.....	95	MM.....	2,000
VIII.....	8	L.....	50	XCIX.....	99	MMM.....	3,000
IX.....	9	LV.....	55	C.....	100	MMMM or M \bar{V}	4,000
X.....	10	LIX.....	59	CL.....	150	\bar{V}	5,000
XV.....	15	LX.....	60	CC.....	200	M.....	1,000,000
XIX.....	19	LXV.....	65	CCC.....	300		
XX.....	20	LXIX.....	69	CD.....	400		
XXV.....	25	LXX.....	70	D.....	500		

Dates

MDC.....	1600	MCMX.....	1910	MCML.....	1950
MDCC.....	1700	MCMXX.....	1920	MCMLX.....	1960
MDCCC.....	1800	MCMXXX.....	1930		
MCM or MDCCC.....	1900	MCMXL.....	1940		

NOTES

12. ITALIC

(See also Courtwork; Symbols; Datelines, Addresses, and Signatures)

12.1. Italic is sometimes used to differentiate or to give greater prominence to words, phrases, etc. However, an excessive amount of italic defeats this purpose, and its use in general work should be restricted as indicated.

Emphasis, foreign words, titles of publications

12.2. Italic is not used for mere emphasis, foreign words, or the titles of publications unless it is specially requested and the copy is edited therefor.

12.3. In nonlegal work, *ante*, *post*, *infra*, and *supra* are italicized only when part of a legal citation. Otherwise these terms, as well as the abbreviations *id.*, *ibid.*, *op. cit.*, *et seq.*, and other foreign words, phrases, and their abbreviations, are printed in roman. (See also rule 18.29, p. 226.)

12.4. When "emphasis supplied," "emphasis added," or "emphasis ours" appears in copy, it should not be changed; but "underscore supplied" should be changed to "italic supplied."

12.4.1. When copy is submitted with instructions to set "all roman (no italic)," these instructions will not apply to *Ordered*, *Resolved*, *Be it enacted*, etc.; titles following signatures or addresses; or the parts of datelines which are always set in italic.

Names of vessels and aircraft

12.5. The names of vessels and aircraft are italicized unless otherwise indicated; in lists set in columns and in stubs and reading columns of tables consisting entirely of names of vessels or aircraft, they will be set in roman.

SS *America*; the liner *America*
the *Friendship*
the Bermuda *Clipper*
U.S.S. *Nautilus* (submarine)
U.S.S. *Wisconsin*
ex-U.S.S. *Savannah*
USCGS (U.S. Coast and Geodetic Survey) ship *Pathfinder*
USCG (U.S. Coast Guard) cutter *Thetis*; CG cutter *Thetis*
the *U-7*
destroyer *31*
H.M.S. *Hornet*

MS (motorship) *Richard*
FPV (free piston vessel) *James*
GTS (gas turbine ship) *Alexander*
NS (nuclear ship) *Savannah*
MV (motor vessel) *Havtroll*
Forrestal (proposed name of vessel)
the *Missouri's* (roman "s") turret
the *U-7's* (roman "s") deck
West Virginia class or type
but B-50 (type of plane)
LST-1155
DD-822

12.6. Names of vessels are quoted in matter printed in other than lowercase roman.

Sinking of the "Lusitania"
SINKING OF THE "LUSITANIA"

Sinking of the "Lusitania"
SINKING OF THE "LUSITANIA"

Names of legal cases. (See rule 18.33, p. 227.)

12.7. The names of legal cases are italicized, except the *v.* When requested, the names of such cases may be set in roman with italic *v.*

"The Hornet" and "The Hood," 124
 F. (2d) 45
Smith v. Brown et al.
Smith Bros. case (172 App. Div. 149)
Smith Bros. case, supra
Smith Bros. case
 As cited in *Smith Bros.*

John Doe v. Richard Roe
 but John Doe against Richard Roe
 the Cement case
 SMITH v. BROWN ET AL. (heading)
 SMITH v. BROWN ET AL.
 (heading)

Scientific names

12.8. The scientific names of genera, subgenera, species, and subspecies (varieties) are italicized, but are set in roman in italic matter; the names of groups of higher rank than genera (phyla, classes, orders, families, tribes, etc.) are printed in roman.

Tsuga canadensis
Cypripedium parviflorum var. *pubescens*
 the genera *Quercus* and *Liriodendron*
 the family Leguminosae
Measurements of specimens of Cyanoderma erythroptera neocara

12.9. Quotation marks should be used in place of italic for scientific names appearing in lines set in caps, caps and small caps, or bold-face, even if there is italic type available in the series.

Words and letters

12.10. The words *Resolved*, *Resolved further*, *Provided*, *Provided, however*, *Provided further*, *And provided further*, and *ordered*, in bills, acts, resolutions, and formal contracts and agreements are italicized; also the words *To be continued*, *Continued on p. —*, *Continued from p. —*, and *See* and *see also* (in indexes and tables of contents only).

Resolved, That (resolution)
Resolved by the Senate and House of Representatives of the United States of America in Congress assembled, That
 [To be continued] (centered; no period)
 [Continued from p. 3] (centered; no period)
see also Mechanical data (index entry)

12.11. All letters (caps, small caps, lowercase, superiors, and inferiors) used as symbols are italicized, but in italic matter roman letters are used. Chemical symbols (even in italic matter) and certain other standardized symbols are set in roman. (See also rules 6.41.2, p. 75, and 13.8, p. 175.)

$$n^{\text{th}} \text{ degree; } x \text{ dollars}$$

$$D \div 0.025 V_m^{2.7} = \frac{0.042}{G-1} V_m^{2.7}$$

$$5\text{Cu}_2\text{S} \cdot 2(\text{Cu, Fe, Zn})\text{S} \cdot 2\text{Sb}_2\text{S}_3\text{O}_4$$

12.12. Letter designations in mathematical and scientific matter, except chemical symbols, are italicized.

12.13. Letter symbols used in legends to illustrations, drawings, etc., or in text as references to such material, are set in italic without periods and are capitalized if so shown in copy.

12.14. Letters (*a*), (*b*), (*c*), etc., and *a*, *b*, *c*, etc., used to indicate sections or paragraphs are italicized in general work but not in laws and other legal documents.

12.15. Parentheses, brackets, and superior reference figures adjoining italicized words are always set in roman. In italic matter, a mark of punctuation immediately following a roman parenthesis or bracket is also set in roman. Other punctuation marks match the type of the words they adjoin. (See also rule 9.131, p. 147.)

NOTES

13. SIGNS AND SYMBOLS

13.1. The increased use of signs and symbols and their importance in technical and scientific work have emphasized the necessity of standardization on a national basis and of the consistent use of the standard forms.

13.2. Certain symbols are well standardized—number symbols (the digits, 0, 1, 2, 3, 4, 5, 6, 7, 8, 9); letter symbols (the letters of the alphabet, a, b, c, d, etc.); and graphic symbols (the mathematical signs $+$, $-$, \pm , \times , \div).

13.3. The Government Printing Office will furnish at cost new special symbols for technical matter when necessary.

13.4. The signs $+$, $-$, \pm , \times , and \div , etc., are closed against accompanying figures and symbols. When the \times is used to indicate "crossed with" (in plant or animal breeding) or magnification, it will be separated from the accompanying words by a space.

i-viii + 1-288 pages
The equation $A+B$
The result is 4×4

20,000 \pm 5,000
Early June \times Bright (crossed with)
 \times 4 (magnification)

Symbols with figures

13.5. The degree mark is always used in lieu of the word *degree* following a figure denoting measurement.

13.6. Any symbol that is set close up to figures, such as the degree mark, Greek mu, dollar mark, or commercial *c* ($^{\circ}$, μ , \$, ¢), is used before or after each figure in a group or series.

45 $^{\circ}$ to 65 $^{\circ}$ F., not 45 to 65 $^{\circ}$ F.
30 μ and 50 μ
\$5 to \$8 price range
5'-7' long, not 5-7' long

3 ¢ to 5 ¢ (no spaces)
 \pm 2 to \pm 7; 2 $^{\circ}$ \pm 1 $^{\circ}$; 3 ohms \pm 1
but \$ 12 (thin space)
from 15 to 25 percent

Letter symbols

13.7. Letter symbols are set in italics without periods and are capitalized only if so shown in copy, since the capitalized form may have an entirely different meaning. However, a few symbols are set in roman if so indicated in copy.

Equations

13.8. In mathematical equations, use italic for all letter symbols—capitals, lowercase, small capitals, and superiors and inferiors (exponents and subscripts); use roman for figures, including superiors and inferiors.

13.9. If an equation or a mathematical expression needs to be divided, break before $+$, $-$, $=$, etc. However, the equal sign is to clear on the left of other beginning mathematical signs. (See example (6), p. 176.)

13.10. A short equation in text should not be broken at the end of a line. Space out the line so that the equation will begin on the next line; or better, center the equation on a line by itself.

13.11. An equation too long for one line is set flush on the left, the second half of the equation is set flush on the right, and the two parts are balanced as nearly as possible.

13.12. Two or more equations in series are alined on the equal signs and centered on the longest equation in the group.

13.13. Connecting words of explanation, such as *hence*, *therefore*, and *similarly*, are set flush either on the same line with the equation or on a separate line.

13.14. If a built-up fraction occurs in one part of an equation, all other fractions in that line must be built up.

13.15. Parentheses, braces, brackets, integral signs, and summation signs should be of the same height as the mathematical expressions they include.

13.16. Inferiors precede superiors if they appear together; but if either inferior or superior is too long, the two are alined on left.

$$\sqrt{\Phi} = \sum_{k=0}^m k(A_k \cos k\psi + B_k \sin k\psi) \quad (1)$$

$$\frac{e}{e_0} = \frac{1}{\sqrt{\left[1 - (f/f_M)^2 + \frac{C_M}{c}\right]^2 + \left[\frac{r}{Xc_M}\right]^2}} \quad (2)$$

$$\begin{aligned} Q &= A_2 \rho^1 \left(\frac{p_2}{p_1}\right)^{\frac{1}{\gamma}} \left\{ 2g p_1 v_1 \left(\frac{\gamma}{\gamma-1}\right) \left[1 - \left(\frac{p_2}{p_1}\right)^{\frac{\gamma-1}{\gamma}}\right] \right\}^{\frac{1}{2}} \\ &= A_2 \left\{ 2g \frac{p_1}{v_1} \left(\frac{\gamma}{\gamma-1}\right) \left[\left(\frac{p_2}{p_1}\right)^{\frac{2}{\gamma}} - \left(\frac{p_2}{p_1}\right)^{\frac{\gamma+1}{\gamma}} \right] \right\}^{\frac{1}{2}} \end{aligned} \quad (3)$$

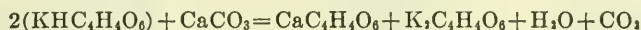
$$\begin{aligned} \omega_n(x, \theta_x) &= \frac{1}{\sqrt{r_1 r_2}} \int_0^x dx_2 \int_0^{x_2} dx_1 \cos n\psi_x(x_1, x_2) \\ &\quad \left[\frac{r_1 r_2}{p_1 p_2} (\phi_{n-1}(k_1) + \phi_{n+1}(k_1)) + 2\phi_n(k_1) \right] \end{aligned} \quad (4)$$

$$\begin{aligned} m_{s_1 s_2} &= \int_{x_{i_1}}^{x_{s_1}} dx_1 \int_{x_{i_2}}^{x_{s_2}} dx_2 \int_0^{2\pi} \frac{d\theta_1}{2\pi} \\ &\quad \int_0^{2\pi} \frac{d\theta_2}{2\pi} \frac{\frac{r_1 r_2}{p_1 p_2} \cos(\theta_2 - \theta_1) + 1}{\sqrt{(x_2 - x_1)^2 + R^2(\theta_2 - \theta_1)}} \\ &= \int_{x_{i_1}}^{x_{s_1}} dx_1 \int_{x_{i_2}}^{x_{s_2}} dx_2 \int_0^{2\pi} \frac{d\psi}{2\pi} \frac{\frac{r_1 r_2}{p_1 p_2} \cos \psi + 1}{\sqrt{(x_2 - x_1)^2 + R^2(\psi)}} \end{aligned} \quad (5)$$

$$\begin{aligned} \sum_2 (\psi_n, c_n) &= 2c_2 \frac{\tan(2\psi_2 - \psi_1)}{\cos(2\psi_3 - \psi_2)} + 6c_3 \frac{\tan(2\psi_3 - \psi_2)}{\cos(2\psi_4 - \psi_3)} \\ &\quad + 14c_4 \frac{\tan(2\psi_4 - \psi_3)}{\cos(2\psi_5 - \psi_4)} + \dots \\ &\quad + 2(2^{1+n} - 1)c_{n+2} \frac{\tan(2\psi_{n+2} - \psi_{n+1})}{\cos(2\psi_{n+3} - \psi_{n+2})} \dots \end{aligned} \quad (6)$$

Chemical symbols

13.17. The chemical elements are designated by the initial letter or a shortened form of the English or Latin name. They are set in roman, without periods. (For treatment of symbols, see rule 6.41.1, p. 75.)



Chemical elements

[Accepted names, symbols, atomic numbers, and atomic weights, as officially approved by the International Union of Pure and Applied Chemistry, 1957]

Element	Symbol	Atomic number	Atomic weight	Element	Symbol	Atomic number	Atomic weight
Actinium.....	Ac	89	(¹)	Mercury.....	Hg	80	200.61
Aluminum.....	Al	13	26.98	Molybdenum.....	Mo	42	95.95
Americium.....	Am	95	(¹)	Neodymium.....	Nd	60	144.27
Antimony.....	Sb	51	121.76	Neon.....	Ne	10	20.183
Argon.....	Ar	18	39.944	Neptunium.....	Np	93	(¹)
Arsenic.....	As	33	74.91	Nickel.....	Ni	28	58.71
Astatine.....	At	85	(¹)	Niobium.....	Nb	41	92.91
Barium.....	Ba	56	137.36	Nitrogen.....	N	7	14.008
Berkelium.....	Bk	97	(¹)	Nobelium.....	No	102	(¹)
Beryllium.....	Be	4	9.013	Osmium.....	Os	76	190.2
Bismuth.....	Bi	83	209.00	Oxygen.....	O	8	² 16
Boron.....	B	5	10.82	Palladium.....	Pd	46	106.4
Bromine.....	Br	35	79.916	Phosphorus.....	P	15	30.975
Cadmium.....	Cd	48	112.41	Platinum.....	Pt	78	195.09
Calcium.....	Ca	20	40.08	Plutonium.....	Pu	94	(¹)
Californium.....	Cf	98	(¹)	Polonium.....	Po	84	(¹)
Carbon.....	C	6	12.010	Potassium.....	K	19	39.100
Cerium.....	Ce	58	140.13	Praseodymium.....	Pr	59	140.92
Cesium.....	Cs	55	132.91	Promethium.....	Pm	61	(¹)
Chlorine.....	Cl	17	35.457	Protactinium.....	Pa	91	(¹)
Chromium.....	Cr	24	52.01	Radium.....	Ra	88	(¹)
Cobalt.....	Co	27	58.94	Radon.....	Rn	86	(¹)
Copper.....	Cu	29	63.54	Rhenium.....	Re	75	186.22
Curium.....	Cm	96	(¹)	Rhodium.....	Rh	45	102.91
Dysprosium.....	Dy	66	162.51	Rubidium.....	Rb	37	85.48
Einsteinium.....	Es	99	(¹)	Ruthenium.....	Ru	44	101.1
Erbium.....	Er	68	167.27	Samarium.....	Sm	62	150.35
Europium.....	Eu	63	152.0	Scandium.....	Sc	21	44.96
Fermium.....	Fm	100	(¹)	Selenium.....	Se	34	78.96
Fluorine.....	F	9	19.00	Silicon.....	Si	14	28.09
Francium.....	Fr	87	(¹)	Silver.....	Ag	47	107.880
Gadolinium.....	Gd	64	157.26	Sodium.....	Na	11	22.991
Gallium.....	Ga	31	69.72	Strontium.....	Sr	38	87.63
Germanium.....	Ge	32	72.60	Sulfur.....	S	16	³ 32.066
Gold.....	Au	79	197.0	Tantalum.....	Ta	73	180.95
Hafnium.....	Hf	72	178.50	Technetium.....	Tc	43	(¹)
Helium.....	He	2	4.003	Tellurium.....	Te	52	127.61
Holmium.....	Ho	67	164.94	Terbium.....	Tb	65	158.93
Hydrogen.....	H	1	1.0080	Thallium.....	Tl	81	204.39
Indium.....	In	49	114.82	Thorium.....	Th	90	232.05
Iodine.....	I	53	126.91	Thulium.....	Tm	69	168.94
Iridium.....	Ir	77	192.2	Tin.....	Sn	50	118.70
Iron.....	Fe	26	55.85	Titanium.....	Ti	22	47.90
Krypton.....	Kr	36	83.80	Tungsten.....	W	74	183.86
Lanthanum.....	La	57	138.92	Uranium.....	U	92	238.07
Lead.....	Pb	82	207.21	Vanadium.....	V	23	50.95
Lithium.....	Li	3	6.940	Xenon.....	Xe	54	131.30
Lutetium.....	Lu	71	174.99	Ytterbium.....	Yb	70	173.04
Magnesium.....	Mg	12	24.32	Yttrium.....	Y	39	88.92
Manganese.....	Mn	25	54.94	Zinc.....	Zn	30	65.38
Mendelevium.....	Md	101	(¹)	Zirconium.....	Zr	40	91.22

¹ These values are omitted because the elements do not occur in nature, and their atomic weight depends on which isotope is made.

² This is a defined value rather than an indicated one.

³ Because of natural variations in the abundance ratio of the isotopes of sulfur, the atomic weight of this element has a range of ± 0.003 .

Standardized symbols

13.18. Symbols duly standardized by any national scientific, professional, or technical group are accepted as preferred forms within the field of the group. The issuing office desiring or requiring the use of such standardized symbols should see that copy is prepared accordingly.

Signs and symbols

13.19. This list contains the signs and symbols frequently used in printing by this Office.

+	plus	[]	brackets	☉	rain
-	minus	{ }	braces	❄	snow
±	plus or minus	°	degree	☉	snow on ground
∓	minus or plus	'	minute	←	floating ice crystals
×	multiplied by	"	second	▲	hail
÷	divided by	HP	horsepower	△	sleet
=	equal to	Δ	increment	∇	frostwork
≠	or ≠ not equal to	ω	ohm	⊥	hoarfrost
≈	or ≈ nearly equal to	Ω	microhm	≡	fog
≡	identical with	MΩ	megohm	∞	haze; dust haze
≠	not identical with	Φ	magnetic flux; farad	⚡	thunder
≅	equivalent	Ψ	dielectric flux; elec-	⚡	sheet lightning
≇	difference		trostatic flux	☉	solar corona
≅	congruent to	ρ	resistivity	⊕	solar halo
>	greater than	γ	conductivity	⚡	thunderstorm
<	not greater than	Λ	equivalent conduc-	↖	direction
<	less than		tivity	○ or ⊙ or ①	annual
<	not less than	R	reluctance	⊙ or ②	biennial
≧	or ≧ greater than or	→	direction of flow	♁	perennial
≡	equal to	⇄	electrical current	♂ or ♂	male
≦	or ≦ less than or equal	⬡	benzene ring	♀	female
≡	to	→	yields	□	male, in charts
	absolute value	⇌	reversible reaction	○	female, in charts
∪	logical sum or union	↓	precipitate	℞	take (from Latin
∩	logical product or in-	↑	gas		Recipe)
⊂	is contained in	‰	salinity	ĀĀ	or Ā or āā of each
∈	is a member of; dielec-	☉ or ☉	Sun		(doctor's prescrip-
	tric constant; mean	☾ or ☾	New Moon		tion)
	error	☾	First Quarter	℔	pound
:	is to; ratio	☾	Full Moon	℥	ounce
::	as; proportion	☾	Last Quarter	℥	dram
≈	approaches	☿	Mercury	℥	scruple
→	approaches limit of	♀	Venus	℥	pint
α	varies as	♁ or ⊕	Earth	℥	fluid ounce
∥	parallel	♂	Mars	℥	fluid dram
⊥	perpendicular	♃	Jupiter	℥	minim
∠	angle	♄	Saturn	& or & and; ampersand	
└	right angle	♅	Uranus	℥	per
△	triangle	♆	♁ or ♁ Neptune	#	number
□	square	♇	Pluto	/	virgule; solidus; sepa-
▭	rectangle	♁	Aries		atrix; shilling
▭	parallelogram	♂	Taurus	%	percent
○	circle	♊	Gemini	©	copyright
⌒	arc of circle	♋	Cancer	%	care of
⊥	equilateral	♌	Leo	%	account of
△	equiangular	♍	Virgo	@	at
√	radical; root; square	♎	Libra	¢	cent
∛	cube root	♏	Scorpio	*	asterisk
∜	fourth root	♐	Sagittarius	†	dagger
Σ	sum	♑	♁ Capricornus	‡	double dagger
!	or ! factorial product	♒	Aquarius	§	section
∞	infinity	♓	Pisces	¶	index
∫	integral	♊	♁ conjunction	∧	acute
f	function	♋	♁ opposition	∨	grave
∂ or δ	differential; vari-	♌	♁ trine	~	tilde
	ation	♍	♁ quadrature	⤿	circumflex
π	pi	♎	♁ sextile	˘	macron
∴	therefore	♏	♁ dragon's head, ascend-	˘	breve
∵	because		ing node	¨	dieresis
—	vinculum (above let-	♐	♁ dragon's tail, descend-	˘	cedilla
	ter)		ing node	^	caret
()	parentheses	①	Ceres		
		②	Pallas		
		③	Juno		
		④	Vesta		

NOTES

14. TABULAR WORK

(See also Abbreviations; Leaderwork)

(See pp. 202-203 for sample table and tabular terms)

14.1. The object of a table is to present in a concise and orderly manner information that could not be presented so clearly in any other way.

14.2. Tabular material should be kept as simple as possible, so that the meaning of the data could be easily grasped by the user.

14.3. Unless otherwise specified, tables will be set 6-point solid, and 2-point hairline rules will be used.

Abbreviations

14.4. To avoid burdening tabular text, commonly known abbreviations (see rule 10.44, p. 155, and rules for abbreviations) are used in tables. Metric and unit-of-measurement abbreviations must be used with figures.

14.4.1. The names of months (except May, June, and July) when followed by the day are abbreviated; otherwise months are spelled. However, in narrow reading columns consisting solely of single months, the months may be abbreviated. (For examples, see rules 14.36, p. 184; 14.53, p. 186; 14.55, p. 187; p. 202.)

14.5. The words *street*, *avenue*, *place*, *road*, *square*, *boulevard*, *terrace*, *drive*, *court*, and *building*, following name or number, are abbreviated. For the numbered streets, avenues, etc., figures are used.

14.6. Abbreviate the words *United States* if preceding the word *Government*, the name of any Government organization, or as an adjective generally. (See rules 10.8, 10.8.1, p. 150.)

14.7. Use the abbreviations *RR.* and *Ry.* following name (except as indicated in rule 10.24, p. 152), and *SS*, *MS*, etc., preceding name.

14.8. Use *lat.* and *long.* with figures.

14.9. Abbreviate when followed by figures the various parts of publications, as *article*, *part*, *section*, etc. (See rule 10.34, p. 153.)

14.10. Use, generally, such abbreviations and contractions as *74th Cong.*, *2d sess.*, *H. Res. 5*, *H.J. Res. 21*, *S. Doc. 62*, *S. Rept. 410* (see rules 10.38, 10.39, p. 154), *Rev. Stat.*, etc.

14.11. In columns containing names of persons, copy is followed as to abbreviations of given names.

14.12. Periods are not used after abbreviations followed by leaders, but are used before footnote references.

Bearoff. (See p. 202 and examples throughout chapter.)

14.13. An en space is used for bearoff from both rules in an inside reading or date column, from the rule on the right in a figure column, and from the adjacent rule in an outside reading or date column.

14.14. In a crowded table the bearoff may be omitted in figure columns.

14.15. Indicated clears and indentions are in addition to bearoff.

14.16. Fractions are set flush to the rule, as shown in example to rule 14.120, page 192, except in double-up tables in column preceding parallel rule and in tables in rules. (See rules 14.81, p. 189; 14.147, p. 197.)

14.17. Mathematical signs, parentheses, and brackets, when preceded by figures, are not borne off.

Blanks

14.18. Blank lines are omitted unless their retention is specially requested.

Boxheads

Horizontal

14.19. Periods are omitted after all boxheads, but a dash is used after any boxhead which reads into the following matter.

14.20. Boxheads run crosswise wherever practicable.

14.21. In 6- and 8-point modern boxheads, all horizontal rules are to be set with inferior low-line dashes. The shoulder on these dashes will take the place of the usual quad line above a rule.

14.22. Boxheads are set solid (even in leaded tables), and bear off an em space above and no bearoff below.

14.23. Boxheads are centered in columns up to 12 ems, inclusive, in width. The first line should be the longest, and should be set as full as possible; good appearance must not be sacrificed by dividing short words or making two-letter divisions.

14.24. Boxheads in columns over 12 ems in width are centered, with hanging indentation for heads of 3 lines or more. (See also rule 14.132, p. 194.)

14.25. Boxheads requiring leaders are set in the same style as the stub column. However, where the item consists of only one word or is very short, it may be centered linewise in the column, and followed by leaders.

Hours in additional storage.....	Percent moisture content					
	75	1 125	210	315	365	550
Package combustions:						
Impregnated—single lam.....	3.5	3.9	4.6	² 3.5	7.1	6.6
Plain—single lam.....	3.8	5.1	7.8	6.5	12.8	7.6

¹ Stored at intervals.

² Slight variance.

Moisture.....	Hours in storage					
	1 3.5	3.9	4.6	5.1	5.9	6.2
Package combustions:						
Impregnated—single lam.....	75	² 80	85	90	95	100
Plain—single lam.....	78	83	88	93	98	103

¹ Moisture content reduced under 75 hours' duration.

² Stored in 2 intervals of 40 hours each.

14.26. To avoid use of scabbard (dividing a quad line), boxheads will not be centered vertically with equal division of space top and bottom when such centering will require dividing a quad line. In such cases, scabbard will not be used, and the head will be offcenter 3 points in 6-point tables. Inferior low-line dashes will be used.

Function	Ore containing 35		Ore and residuum also containing 10 to 35		Ore containing 5	
	Tons	Mn content	Short tons (percent)	Mn content (short tons)	Mn content	Mn content analysis (short tons)
Domestic.....	126, 135	56	22. 11	200	151	227

14.27. If a single box exceeds the depth of a double or triple box, the extra space is placed in the lowermost boxes.

14.28. In compound boxes the greatest number of lines in a top box controls the depth of all the top boxes, unless the total depth of the head would thereby be increased; so also in each of the other boxes. The top box of a triple boxhead may be of such depth as to make a better appearance by alining its bottom rule with the bottom rule of the second box.

Sex and age	Employed boys and girls whose work records were obtained						
	Total		Time of year at beginning work [depth of this box governs depth of box on left, and head set with hanging indentation, as it is over 12 ems in width and over 2 lines deep]				Not reported
	Number	Distribution	June to August		September to May		
			Number	Distribution	Number	Distribution	
Boys (12 to 14).....	3, 869	Percent 45. 5	1, 415	Percent 9. 6	2, 405	Percent 15. 8	49

TABLE 9.—*Mine production of gold, silver, copper, lead, and zinc in 1953, by classes of concentrates and crude materials, in terms of recoverable metals*

Class of material	Concentrate shipped to smelters and recoverable metals					
	Short tons	Gold (fine ounces)	Silver (fine ounces)	Copper (pounds)	Lead (pounds)	Zinc (pounds)
Copper.....	220, 346	763	70, 357	114, 242, 346	9, 950	6, 260
Lead.....	3, 931	392	48, 326	72, 500	5, 044, 750	290, 980
Zinc.....	25, 159	269	41, 073	263, 400	581, 590	26, 441, 270
Total:						
1953.....	249, 436	1, 424	159, 756	114, 578, 246	5, 636, 290	26, 738, 510
1952.....	367, 430	1, 789	432, 122	110, 622, 155	13, 544, 875	101, 923, 060
	Crude material shipped to smelters					
Dry gold, dry gold-silver ore.....	134	52	2, 839	2, 200		
Copper:						
Crude ore.....	107, 270	844	39, 861	2, 442, 882	124, 100	2, 290
Slag.....	421	10	165	285, 421		
Lead.....	528	12	1, 693	5, 950	110, 870	300
Mill cleanings (lead-zinc).....	31		254	1, 450	8, 100	4, 300
Total:						
1953.....	125, 749	919	45, 444	30, 375, 754	249, 710	6, 890
1952.....	166, 184	1, 042	47, 176	41, 601, 845	497, 125	26, 940

TABLE 6.—*Mine production of gold, silver, copper, lead, and zinc in 1953, by counties, in terms of recoverable metals*

County	Mines producing		Material ¹ sold or treated (short tons)	Gold (lode and placer)		Silver (lode and placer)	
	Lode	Placer		Fine ounces	Value	Fine ounces	Value
Catron.....	2	-----	48	37	\$1,295	2,433	\$2,202
Grant.....	11	-----	7,888,727	988	34,580	81,444	73,711
Guadalupe.....	1	-----	28,985	-----	-----	-----	-----
Santa Fe.....	4	1	119	3	105	685	620
Sierra.....	8	1	1,301	271	9,485	907	821
Socorro.....	15	-----	64,904	98	3,430	18,357	16,614
Total:							
1953.....	55	2	8,070,056	2,614	91,490	205,309	185,815
1952.....	66	1	9,120,841	2,949	103,215	479,318	433,807
	Copper		Lead		Zinc		Total value
	Short tons	Value	Short tons	Value	Short tons	Value	
Catron.....							\$3,497
Grant.....	69,871	\$40,105,954	1,524	\$399,288	12,837	\$2,952,510	43,566,043
Guadalupe.....	537	308,238	-----	-----	-----	-----	308,238
Santa Fe.....	2	1,148	13	3,406	10	2,300	7,579
Sierra.....	-----	-----	4	1,045	5	1,150	12,504
Socorro.....	55	31,570	1,327	347,674	519	119,370	518,658
Total:							
1953.....	72,477	41,601,798	2,943	771,066	13,373	3,075,790	45,725,959
1952.....	76,112	36,838,208	7,021	2,260,762	50,975	16,923,700	56,559,692

¹ Does not include gravel washed or tonnage of precipitates shipped.

14.29. In parallel tables, and when so prepared in divide tables, a boxhead that is divided is repeated on subsequent pages with the word *Continued*. (See p. 205.)

14.29.1. In referring to quantity of things, the word *Number* in boxheads is spelled if possible.

14.29.2. In an 8-point table with a 6-point boxhead, an 8-point quadline is inserted between head and body of table if no italic unit of quantity is given; if a unit of quantity is given, use a 6-point quadline and set unit of quantity in 6-point italic.

14.29.3. Column numbers or letters in parentheses may be set over or under boxheads and are separated by a quadline above or below the deepest head. These column references align across the table. (See also rule 14.29.5.)

States, Territories, etc.	Department of Agriculture				Department of Commerce		
	Commodity Credit Corporation, value of commodities donated	Special schoolmilk program ¹	Value of commodities distributed within States	Disaster loans, etc. (payments to assist States in furnishing hay in drought-stricken areas) □ (4)	Civil Aeronautics Administration—Federal airport program—regular grants	Bureau of Public Roads: Highway construction	
						Regular grants ²	Emergency grants ³
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Alabama.....	\$4,730,154	\$1,520,362	\$7,970,875	-----	\$79,284	\$1,176,401	\$247,515
Arizona.....	393,484	269,274	591,487	-----	297,266	12,366,106	472,749
Arkansas.....	4,545,983	823,136	6,512,639	-----	127,749	9,317,853	-----

Runup

14.29.4. Runup boxheads are to be reduced to the minimum practical depth. If one head must run up, all heads over figure columns in the same table run up, except years expressed in figures, which run across for better appearance. Running up over stub, reading, and date columns is to be avoided. Boxheads need not run up in all parts of a divide table.

14.29.5. Runup heads are set flush, with en bearoff on top. However, heads of 12 ems or less are set ragged at the top to avoid letterspacing; heads over 12 ems are set full. All overruns, including heads making only two lines, are set with 1-em hanging indention. (See rule 14.132, p. 194; also p. 202.)

State and division	Number					Production		Cash income from sales of cattle, calves, beef, and veal	Gross income	Value of cattle and calves slaughtered for foreign consumption	Cost of cattle shipped in for feeding
	Shipments and local slaughter		Cattle shipped for feeding and breeding	Farm slaughter		Quantity live weight	Value				
	1945	1946		1945	1946						
	Thou- sands	Thou- sands	Thou- sands	Thou- sands	Thou- sands	1,000 lbs.	1,000 dol.				

[1947-49=100]

Year and month	(1) All commodities	(2) Farm products	(3) Processed foods	(4) All commodities other than farm products and foods	(5) Textile products and apparel	(6) Furniture and other household durables	(7) Fuel, power, and lighting materials	(8) Chemicals and allied products	(9) Rubber and rubber products	(10) Lumber and wood products	(11) Pulp, paper, and allied products
1947.....	96.4	100.0	98.2	95.3	100.0	101.0	90.9	101.4	99.0	93.7	98.6
1948.....	104.4	107.3	106.1	103.4	104.4	102.1	107.1	103.8	102.1	107.2	102.9
1949.....	99.2	92.8	95.7	101.3	95.5	96.9	101.9	94.8	98.9	99.2	98.5

Braces

14.30. Braces are avoided if possible; if used, they are placed on the right of a rule and should extend to the complete depth of the group, including overruns. (See examples at top of p. 185.)

New Jersey.....	-----	659,425	659,425	62.35	-----	649,374	649,374	62.35
New York.....	-----				-----			
Pennsylvania, Delaware, Maryland, and the District of Columbia.....	2,900,499	(1)	2,900,499	{ 66.56 39.73 }	1,312,610	(1)	3,312,610	{ 66.92 39.64 }
Tennessee.....	23,187	-----	23,187	{ 47.24 54.32 }	-----	-----	-----	-----
Virginia.....	640	-----	640	{ 51.03 51.50 }	19,718	-----	19,718	{ 53.60 46.00 }
South Dakota.....	5,453	-----	5,453	{ 45.02 45.02 }	208	-----	208	{ 52.50 47.10 }
Texas.....	-----	-----	-----	-----	-----	-----	-----	-----
Oklahoma.....	326,500	-----	326,500	54.97	355,006	-----	355,006	54.47
Utah.....	-----	-----	-----	-----	-----	-----	-----	-----

Centerheads, flush entries, and subentries

14.31. Centerheads over solid tables are set solid, except heads set entirely in caps, which are leaded; heads are leaded over leaded tables. Heads follow the style of the tables as to the use of figures and abbreviations.

14.32. Heads and headnotes over parallel tables center over the two-page spread of tables, except short lines. In heads over parallel tables, words are not divided between pages. (See pp. 204-205.)

14.33. In divide tables that are made up parallel, the heads and headnotes are set over parallel tables; the heads but not the headnotes repeat on each succeeding page; the word *Continued* is used.

14.34. Punctuation is omitted after centerheads. Flush entries and subentries over subordinate items are followed by a colon (single subentry to run in, preserving the colon), but a dash is used instead of a colon when the entry reads into the matter below. (See also rules 14.124.1-14.124.2, pp. 192-193.)

14.35. In reading columns if centerhead clears reading matter below at least an em and there are leaders, no space is used under the head; if there are no leaders below and centerhead clears at least an em, the quadline is omitted; if it clears less than an em, a full quadline is used. (See also rule 14.36.) However, if an overrun, dashline, etc., in another column, or in the same column, creates a blank space above the head, the extra quadline is not added.

25	Miscellaneous powerplant equipment.....	245,040.37
26	Roads, railroads, and bridges.....	275,900.34
	Total.....	520,940.71
TRANSMISSION PLANT		
42	Structures and improvements.....	26,253.53
43	Station equipment.....	966,164.41
	Total.....	992,417.94
GENERAL PLANT		
General plant:		
	Norris.....	753,248.97
	Other.....	15,335.81
	Total.....	768,584.78
	Grand total.....	2,281,943.43

14.36. Units of quantity and years used as heads in reading columns consisting of months and days, or months only, and in figure columns, are set in italic with a quadline above and no space below. If an overrun, etc., in another column creates a blank space above the head, the extra quadline is not added. (See also rule 14.58, p. 187.)

<i>1941</i>			<i>1942—Con.</i>		<i>1942—Con.</i>			
Oct. 1.....	35.6	15	Jan. 16.....	45.2	15	May 8.....	46.5	15
Oct. 31.....	45.0	15	Feb. 4.....	50.2	15	May 22.....	45.1	18
Nov. 14.....	40.9	18	Feb. 17.....	43.4	15	June 9.....	47.1	14
Dec. 24.....	41.7	15	Mar. 4.....	45.6	15	June 24.....	48.2	16
			Mar. 19.....	42.7	15	July 9.....	46.6	17
<i>1942</i>			Apr. 2.....	40.9	15	July 24.....	45.9	16
Jan. 3.....	43.9	15	Apr. 28.....	47.7	13	Aug. 6.....	46.5	16

14.37. Where the logical construction of a table requires, it is permissible to insert subheads between page-width cross rules within the table to indicate class groups to which the data refer. The box-head and units of quantity are not repeated.

C-302....	{Chehalis silty clay loam.}	1	{PK.....	2.58	9.13	1.62	0.255	2.21	0.95
			{PKCa.....	2.45	8.78	1.24	.257	2.30	.95
			{NPKCa.....	2.54	10.08	.95	.240	2.07	.89

SOILS DERIVED FROM ORGANIC MATERIAL

C-303....	Peat.....	1	{Check.....	3.31	7.77	1.41	0.208	1.14	0.55
			{P.....	3.14	6.66	1.42	.358	.83	.73
			{PK.....	3.92	7.25	1.49	.310	1.78	.59
			{PKCa.....	3.84	8.44	1.40	.289	1.83	.64

Ciphers

14.38. Where the first number in a column or under a cross rule is wholly a decimal, a cipher is added at the left of its decimal point. A cipher used alone in a money or other decimal column is placed in the unit row and is not followed by a period. In mixed units the cipher is repeated before each decimal unless the group is totaled.

January.....	+26.4	0	0	0	0	0	+\$.7	27.1+	+40.4
February.....	+66.7	0	0	0	0	0	-.9	65.8+	+98.1
March.....	+143.1	+2.6	-7.5	0	0	0	+12.4	150.6	+224.1
April.....	+168.4	+6.9	-19.1	-1.1	+1.7	+4.4	+33.0	194.2+	+289.5

14.38.1. In columns containing both dollars and cents, ciphers will be supplied on right of decimal point in the absence of figures.

14.38.2. Where column consists of single decimal, supply cipher on right.

0. 6
0
3. 0
4. 2
5. 0

14.38.3. Where column has mixed decimals of two or more places, do not supply ciphers but follow copy (see table on p. 248).

0. 22453
1. 263
4
2. 60
3. 4567
5. 3
7
78
12. 6

114. 44423

14.39. Copy is followed in the use of the word *None* or a cipher to indicate *None* in figure columns. If neither one appears in the copy, leaders are inserted.

14.40. In columns of figures under the heading £ s. d., if a whole number of pounds is given, one cipher is supplied under s. and one under d.; if only shillings are given, one cipher is supplied under d.

14.41. In columns of figures under Ft. In., if only feet are given, supply cipher under In.; if only inches are given, clear under Ft.; if ciphers are used for *None*, place one cipher under both Ft. and In.

14.42. In any column containing sums of money, the period and ciphers are omitted if the column consists entirely of whole dollars.

Continued heads

14.43. In continued heads an em dash is used between the head and the word *Continued*. The abbreviation *Con.* is used only to avoid an overrun. If the head is in small caps, the term *continued* or *con.* is not capitalized.

14.44. In centerheads set in caps, caps and small caps, or italic, the word *Continued* is set in roman cap and lowercase; in a heading set in boldface caps or lowercase, the word *Continued* is set in cap and lowercase of the same font as the head. No period is carried after a continued line.

14.45. In stub and boxheads, *Continued* is always set in lightface roman.

14.46. Continued heads over tables are to be condensed into one line if possible. Notes above tables are not repeated unless necessary to make the table clear; but footnote references are repeated in boxheads and in continued lines unless special instructions are given not to do so.

Dashes or rules

14.47. Dashes or rules are not carried in reading or date columns.

14.48. Parallel dashes are used to cut off figures from other figures below that are added or subtracted; also above a grand total. (For examples, see rules 14.35, p. 184; 14.77, p. 188; 14.124.5, p. 193; 14.139.1, p. 195; 14.151.1, p. 199.)

14.49. Rules may be used in place of dashes in a crowded table.

Date columns

14.50. There are two kinds of standard date columns: (1) Each item contains month and day, and (2) each item is made up of month, day, and year.

14.51. In 6-point tables, standard date columns with month and day are cast $4\frac{1}{2}$ ems for outside and 5 ems for inside columns; with month, day, and year, 7 and $7\frac{1}{2}$ ems, respectively.

14.52. Standard date columns with month and day in 8- and 10-point tables are cast 4 ems for outside and $4\frac{1}{2}$ ems for inside columns; with month, day, and year, $6\frac{1}{2}$ and 7 ems, respectively.

14.53. The figures are alined on the right, and extra space, if any, is inserted between the month and day. An en comma is used between the day and the year.

Black River, N.Y.-----	Flood Control Act, June 22, 1936.	Oct. 7, 1941	House, 405, 77th Cong., 1st sess.	Favorable.
Do-----	Flood Control Act, July 30, 1937.	July 23, 1941	House, 326, 77th Cong., 1st sess.	
Cayuga Creek, N.Y.-----	do-----	do-----	do-----	Do.
Oazenovia Creek, Erie County, N.Y.	Flood Control Com- mittee resolution, Apr. 23, 1942.	do. ²		
Chagrin River and tribu- taries, Ohio.	Flood Control Act, June 28, 1938.	-----	-----	Unfavorable.

14.54. Military-style date columns will be set as standard date columns, with 6-unit space between day and month and remaining space between month and year. No punctuation will be used.

21 Jan 21
5 Jun 42
12 Jul 43
30 Sep 44

14.54.1. In 6-, 8-, and 10-point tables, military-style date columns are 5½ ems wide for outside columns and 6 ems for inside columns.

14.55. In a standard date column of 4½ ems or less that is the first column of a table, the month is cleared instead of being repeated or indicated by *do.*

Jan.	22	To the Minister in Liberia (tel.)	115
	30	From the Minister in Liberia (tel.)	116
Feb.	5	To the Minister in Liberia (tel.)	117
	7	From the Minister in Liberia (tel.)	117

14.56. A standard date column is not considered a reading column, and no period is used after the date if the column is the last one of the table; however, a column consisting entirely of dates but not a standard date column is considered a reading column.

14.57. In a standard date column, footnote references are placed at right against rule, with 3 units justified on such references (see p. 202); but in a standard date column that is the last column of a table, footnote references are placed on left with 3 units justified on character following the references.

14.58. If the year is centered as a head in a standard date column, it is set in italic with a full quadline above but no space below. (See rule 14.36, p. 184.)

14.59. In columns consisting entirely of single or double years, figures are centered in columns without leaders.

1898 ¹
1898
1899-1900 ²
1901-2

Ditto

(See also "Units of quantity," rule 14.153, p. 201.)

14.60. The abbreviation *do.* is used in reading and date columns only, lowercased and preceded by leaders when figures or text is used in preceding column.

14.61. Capitalize *do.* in first and last columns.

14.62. Tracing columns are counted as the first and last columns of table.

14.63. All *do.*'s should be uniform throughout column; if any one is lowercased, all in the column should be lowercased and preceded by leaders. (For examples, see rules 14.53, p. 186; 14.152, p. 201; p. 202.)

14.64. In mixed columns made up of figure and reading-matter items, *do.* is used only under the latter items.

14.65. *Do.* is not used—

- (1) in a figure or symbol column;
- (2) in the first line under a centerhead in the column in which the centerhead occurs;
- (3) under a line of leaders, a dashline, or a rule;
- (4) under an item italicized or set in boldface type for a specific reason (italic or boldface *do.* is never used; item is repeated);
- (5) under an item consisting wholly of figures or combination of letters and figures;
- (6) in a reading column containing only *Yes* and *No*; and
- (7) under an abbreviated unit of quantity or other abbreviations.

14.66. *Do.* is used, however, under a blank space and under the word *None* in a reading column.

14.67. *Do.* does not apply to a reference mark on the preceding item. The reference mark, if needed, is added to *do.* (See rule 14.53, p. 186; pp. 202-203.)

14.68. *Do.* is not used under a braced group.

14.69. Leaders are not used before *Do.* in the first column or before or after *Do.* in the last column.

14.70. In a first column 6 ems or less in width, a 1-em quad is used before *Do.*; in all other columns 6 ems or less in width, 1½ ems of leaders are used, except in a last column, in which quads are used in place of leaders. Bearoff is included.

14.71. In a first column more than 6 ems in width, 2 ems of quads are used before *Do.*; in all other columns more than 6 ems in width, 2½ ems of leaders are used, except in a last column, in which quads are used in place of leaders; bearoff is included. If the preceding line is indented, the indentation of *do.* is increased accordingly.

14.72. *Do.* under an indented item in an inside reading column, with or without matter in preceding column, is preceded by 2 ems of leaders, which are indented to aline with item above.

14.73. *Do.*, followed by 2 ems of leaders, is used under a unit of quantity in a stub if the unit is spelled; if the unit is abbreviated, the abbreviation is repeated. (For sample, see rule 14.152, p. 201.)

14.74. When so prepared, inverted commas may be used instead of the abbreviation *do.*

Divide tables. (See "Parallel and divide tables," p. 194.)

Dollar mark

14.75. The dollar mark or any other money symbol is placed close to the figure; it is used only at the head of the table and under cross rules when the same unit of value applies to the entire column.

14.76. In columns containing mixed amounts (as money, tons, gallons, etc.), the dollar mark, pound mark, peso mark, or other symbol, as required, is repeated before each sum of money.

14.77. If several sums of money are grouped together and added to make a total, they are separated from the nonmoney group by a parallel dash, and the symbol is placed on the first figure of the separated group only.

	1958	1957
Water supply available..... gallons..	4, 000, 000	3, 000, 000
Wheat production..... bushels..	9, 000, 000	8, 000, 000
Operations:		
Water-dispatching operations.....	\$442, 496	\$396, 800
Malaria control.....	571, 040	426, 600
Plant protection.....	134, 971	58, 320
Total.....	1, 148, 507	881, 720
Number of plants.....	642	525
Percent of budget.....	96.8	78.8

NOTE.—Preliminary figures.

[2 leads]

Source: Department of Commerce, Bureau of the Census.

14.78. In a double money column, dollar marks are used in the first group of figures only; en dashes or words are alined. (See also rule 14.141, p. 196.)

\$7-	\$9		\$15	\$10 to \$12
10-	12		\$16- 18	14 to 20
314-	316			
1, 014-	1, 016			

14.79. Dollar mark is omitted from a first item consisting of a cipher.

0	but	\$0. 12
\$300		13. 43
500		15. 07
700		23. 18

14.80. Dollar mark should be repeated in stub or reading columns.

\$1 to \$24-----
\$25 to \$49-----
\$50 to \$74-----

Double-up tables

14.81. If the matter in the stub under a centerhead, flush entry, or subentry breaks and is carried over to the second part of a double-up table, a continued head is inserted at the top of the second part.

TABLE 14.—*Production of crude petroleum, 1952-53, by districts and fields, in thousand barrels*

[Oil & Gas Journal]

District and field	1952	1953	District and field	1952	1953
Southeast:			Southeast—Continued		
Arrowhead.....	809	953½	Lovington and East.....	1, 136	2, 472½
Grayburg-Jackson.....	1, 353	1, 162	Other.....	14, 648	22, 183
Hare.....	2, 627	2, 047	Northwest ²	566	755
Hobbs.....	(1)	(1)	Total.....	22, 174	31, 042
Langlie-Mattix.....	1, 635	1, 669			

¹ Included in "Other" fields.

² Bureau of Mines data.

[2 leads]

Source: Department of Commerce, Bureau of the Census.

14.82. An en-quad bearoff is used on each side of the parallel rule separating the two parts of a double-up table. This applies also to leaders, dashes, and fractions in the last column of the first part, but not to rules in boxheads. (See also rules 14.119-14.121, p. 192.)

XII.....	4, 530	6, 270	7, 000	XIV—Con..	7, 620	10, 550	11, 750
	(8, 710)	(13, 560)	(15, 060)		(13, 330)	(18, 480)	(20, 500)
XIII.....	5, 620	7, 770	8, 660	XV.....	8, 450	11, 700	13, 000
	(10, 900)	(15, 080)	(16, 750)		(15, 060)	(20, 900)	(23, 180)
XIV.....	6, 170	8, 550	9, 520	XVI.....	10, 500	14, 610	16, 270
	(11, 890)	(16, 500)	(18, 300)		(16, 090)	(22, 300)	(24, 800)

Figure columns

14.83. Figures aline on the right. In a crowded table the en-quad bearoff may be omitted from the figure columns ("Figs. against"); but if only a few figures will touch the rule on the left, it is preferable to retain the bearoff on the right. The whole table, including all parts of a divided table, must be treated alike. (For example, see rule 14.30, p. 183.)

14.84. A one-line overrun in a figure column is set flush on right; an overrun of more than one line is indented an em on left under first line and is followed by a period. Thin commas and justifying spaces are used.

41, 43, 51, 54, 55, 56,
57, 69, 70, 73

24, 27, 31, 33, 37, 41,
43, 44, 47, 48, 49,
51, 53, 54, 61.

14.85. When figures occur in parentheses, the parentheses are set against the rule and the figures alined on right. In tables set "Figs. against," parentheses are cleared. (For example, see rule 14.82.)

14.86. In double rows of figures in a single column, connected by a dash, a plus or minus sign, or the word *to* or a similar connecting word, and in dates appearing in the form *2-12-43*, the dashes, signs, or words are alined.

14.87. Plus or minus signs at the left of figures are placed close to the figures regardless of alinement; plus and minus signs at the right of figures are placed against the rule and are cleared. (For example, see rule 14.38, p. 185.)

14.88. Words and Roman numerals in figure columns are alined on the right with the figures, without period.

Median value of livestock	\$224	\$62	-----
Median value of machinery	\$54	Small	-----
Median value of furniture	\$211	\$100	-----
Possessing automobiles	percent	25	17
Median age	years	-----	5.5
Median value	-----	-----	\$144
Fraternal membership:			
Men	-----	IV	486
Women	-----	-----	None

14.89. For symbols and letters in columns, see rules 14.146-14.146.3, pages 196-197.

14.90. Figures (including decimal and common fractions) expressing mixed units of quantity (feet, dollars, etc.) and figures in parentheses are alined on the right.

14.91. Decimal points are alined except in columns containing numbers that refer to mixed units (such as pounds, dollars, and percentage) and have irregular decimals.

14.92. Copy preparers should indicate at top of each folio the clear necessary for decimals; indicated clear does not include bearoff.

14.93. In a table that is doubled up, the maker-up should transpose unnecessary clearance space so that all columns will have the proper bearoff. (For examples, see rules 14.81, 14.82, p. 189.)

Footnotes and references

14.94. Footnotes to tables are numbered independently from footnotes to text.

14.95. Superior figures are used for footnote references, beginning with 1 in each table.

14.96. If figures might lead to ambiguity (for example, in connection with a chemical formula), asterisks, daggers, or italic superior letters, etc., may be used.

14.97. When an item carries several reference marks, the superior-figure reference precedes an asterisk, dagger, or similar character used for reference. (See rule 16.14, p. 214.) These, in the same sequence, precede mathematical signs. A thin space is not used to bear off an asterisk, dagger, or similar character.

14.98. If a reference is repeated on another page, it should carry the original footnote; but, to prevent repetition, especially of a long note, it may carry instead, as a cross-reference, the words "See footnote 1 [or 2, 3, etc.], p. —."

14.99. Footnote references are repeated in boxheads or in continued lines over tables unless special orders are given not to do so.

14.100. References to footnotes are numbered consecutively across the page from left to right, and across both pages in a parallel table. (For examples, see pp. 202-205.)

14.101. Footnotes to a parallel table begin on the even page unless there are no references on that page. With references on each page, footnotes are made up in approximately equal depth on both pages.

14.102. In a divide table, references to footnotes are numbered consecutively across and down the first part of the divide, then similarly in the second part.

14.103. Footnote references are placed at the right in reading columns and date columns, and at the left in figure columns (also at the left of such words as *None* in figure columns) and in symbol columns, and are borne off. However, if a date column is the last column, the references are placed at the left. (See also rule 14.57, p. 187; p. 202.)

14.104. Two or more footnote references occurring together are separated by spaces, not commas. (For example, see rule 14.152, p. 201.)

14.105. In a figure or date column, a footnote reference standing alone is set in parentheses and centered. In a reading column, it is set at the left in parentheses and is followed by leaders, but in the last column it is followed by a period and quads, as if it were a word.

14.106. Numbered footnotes are placed immediately beneath the table. However, if a sign or letter reference in the heading of a table is to be followed, it is not changed to become the first numbered reference mark, and the footnote to it precedes all other footnotes. If the table runs over more than one page, the appropriate footnotes go with each page.

14.107. For better makeup or other reason, all footnotes may be placed at the end of a table making more than one page. It is then necessary to supply at the bottom of each page "See footnotes at end of table, p. —."

14.108. If the footnotes to both table and text fall together at the bottom of a page, the footnotes to the table are placed above the footnotes to the text, and the two groups are separated by a 50-point rule flush on left; but if there are footnotes to the text and none to the table, the 50-point rule is omitted.

14.109. Footnotes to cut-in and indented tables and tables in rules are set in the same measure as the tables.

14.110. Footnotes are set as paragraphs, but two or more short footnotes may be combined by the maker-up in one line, with the blank spaces equalized, provided the spaces are not less than 2 ems. (See rule 2.98, p. 14.)

14.111. In a series of short footnotes, the reference numbers are alined on the right.

14.112. Footnotes in measures 30 picas or wider are set doubled up.

14.113. The footnotes and notes to tables are set solid if the table is solid and leaded if the table is leaded.

14.114. Footnotes and notes to tables are usually set in type 2 points smaller than the table, but not smaller than 6 point.

14.115. Footnotes to tables follow tabular style in the use of abbreviations, figures, etc.

14.116. In footnotes, numbers are expressed in figures, even at the beginning of a note or sentence. (For fractions, see rule 14.122.)

14.117. If a footnote consists entirely or partly of a table or leader-work, the table is indented 3 ems on left. It should always be preceded by introductory matter carrying the reference number; if necessary, copy preparer should add an introductory line, such as "1 See the following table:".

14.118. An explanatory paragraph without specific reference but belonging to the table rather than to the text follows the footnotes, if any, and is separated from them or from the table by 2 leads.

Fractions

14.119. Piece and em fractions are set flush to the rule on the right. Whole numbers clear the fractions throughout the columns except in columns containing numbers indicating mixed units (such as pounds, dollars, and percentages), which are alined on the right.

14.120. Where fractions of different length occur in the same column, the longest is set flush to the rule on the right and the others are set to aline with it on the left. Copy preparers should indicate at top of each column the clear necessary for fractions.

Total length	40 $\frac{3}{4}$	41	0.42	43	44	0.455	46	47	48	$\frac{1}{2}$ inch.
Sleeve length	10 $\frac{3}{8}$	10	10	10	11	11	11	11	11	1 inch.
Armhole length	8 $\frac{3}{8}$	8 $\frac{1}{2}$	9	9 $\frac{1}{2}$	9 $\frac{1}{2}$	10	10 $\frac{1}{2}$	10 $\frac{1}{2}$	11	Do.
Sleeve cuff length (if cuff is used)	5 $\frac{1}{2}$	5 $\frac{1}{2}$	5 $\frac{1}{2}$	5 $\frac{7}{12}$	5 $\frac{1}{2}$	5 $\frac{7}{12}$	5 $\frac{1}{2}$	5 $\frac{1}{2}$	5 $\frac{1}{2}$	Maximum.
Neck opening	26 $\frac{1}{2}$	26	27 $\frac{1}{32}$	28 $\frac{15}{32}$	28	29 $\frac{17}{32}$	30	30	31	2 inches.
Waist:										
7, 8, 9, 10 cut	23 $\frac{1}{2}$	24	25 $\frac{1}{2}$	27 $\frac{15}{32}$	28	29 $\frac{1}{2}$	31	32	33 $\frac{1}{2}$	6 percent.
11, 12, 14 cut	22 $\frac{1}{2}$	23 $\frac{1}{2}$	25	26 $\frac{1}{2}$	27 $\frac{1}{2}$	29	30 $\frac{1}{2}$	31 $\frac{1}{2}$	33	Do.

14.121. In a table that is continued or doubled up, the maker-up should transpose unnecessary clearance space so that all columns will have the proper bearoff. (See examples, rules 14.81, 14.82, p. 189.)

14.122. Fractions standing alone are expressed in figures, even at the beginning of a line, but not at the beginning of a footnote.

Headnotes

14.123. Headnotes should be set in lowercase, 2 points smaller than the table but not smaller than 6 point, bracketed, and period omitted at end, even if the last statement is a complete sentence; but periods should not be omitted internally if required by sentence structure.

14.124. Headnotes are not repeated with continued heads unless necessary to make table clear. (See rule 14.139.1, p. 195.)

Indentions and overruns

Subentries

14.124.1. The indention of subentries is determined by the width of the stub or reading column. Subentries in columns more than 15 ems wide are indented in 2-em units; in columns 15 ems or less, with short entry lines and few overruns, 2-em indentions are also used. All overruns are indented 1 em more.

14.124.2. Subentries in columns of 15 ems or less are indented in 1-em units. Overruns are indented 1 em if there is no conflict, but are indented 2 ems to avoid conflict with following subentry. (See example below.)

Total, mean, and average lines

14.124.3. All total (also mean and average) lines are indented 3 ems. In very narrow stub columns, total lines may be reduced to 1- or 2-em indention, depending on length of line.

14.124.4. Where overrun of item above conflicts, the total line is indented 1 em more. Runovers of total lines are also 1 em more.

14.124.5. It is not necessary to maintain uniform indention of the word *Total* throughout the same table. The word *Total* is supplied when not in copy.

Wide stub column—subentries 2 ems				Total, all banks	National banks	Non-national banks	Building associations
ASSETS							
Loans and discounts:							
□□Loans to banks.....				\$74,518	\$1,267,493	\$947,289	\$135,619
Commercial and industrial loans.....				2,753,456	450,916	211,597	18,949
□□□Total (total lines generally indent 3 ems).....				2,827,974	1,718,409	1,158,886	154,568
Real estate loans:							
□□Secured by farmland.....				12,532	29,854	186,228	19,044
Secured by residential property other than rural and farm.....				1,011,856	167,765	1,554,084	3,172,837
□□□□Total (indent 1 em more to avoid conflict with line above).....				1,024,388	194,619	1,740,312	3,191,881
Securities:							
□□U.S. Government obligations:							
□□□Direct obligations:							
□□□□U.S. savings bonds.....				1,149,764	3,285,721	2,361,796	23,506
Nonmarketable bonds (including investment series A-1965).....				242,500	490,677	732,689	167,735
□□□□□□Total (indent 1 em more than runover above).....				1,392,264	3,776,398	3,094,485	191,241
Narrow stub column—subentries 1 em	Demand deposits	Time deposits	Other obligations				
LIABILITIES							
Domestic obligations:							
□Notes payable locally.....	\$42,381	\$131,364	\$272,615	92,163	181,235	25,349	346,821
Obligations to States.....	135,632	86,429	183,478	185,421	37,403	18,220	157,980
□□Total (indent 2 ems).....	178,013	217,793	456,093	277,584	218,698	43,569	504,801
Demand deposits (if line runs over, indent 1 em more):							
□U.S. Government obligations.....	2,219,787	1,542,192	3,271,486	1,563,315	1,362,419	997,273	1,291,777
States and political subdivisions:							
□Obligations of foreign countries.....	621,462	443,618	321,273	871,516	973,527	824,619	932,845
□Time deposits.....	1,796,821	567,392	986,125	225,381	446,913	455,316	721,136
□□□Total (aline as below).....	4,638,070	2,553,202	4,578,884	2,660,212	2,782,859	2,277,203	2,945,758
Total, all sources.....	4,816,083	2,770,995	5,034,977	8,182,422	8,690,983	8,314,460	6,988,247

Italic

14.125. Names of vessels and aircraft (except in reading columns consisting entirely of such names), titles of legal cases (except *v. versus*), and certain scientific terms are set in italic. The word "Total" and headings in the column do not affect the application of this rule.

14.126. Set "See" and "see also" in roman. (See rule 16.21, p. 214.)

Leaders

14.127. Leaders run across the entire table except that they are omitted from a last reading column or a first or last date column. (For example, see rule 14.53, p. 186; pp. 202-203.)

14.128. If there is only one reading column in a table, leader from bottom line of an overrun, but when several items are listed on one item in stub, without brace and cleared, leader from top line.

14.129. If there is more than one reading column, leader from top line, and the overrun ends with a period. (For example, see rule 14.53, p. 186; pp. 202-203.)

14.130. A standard date column is not regarded as a reading column.

14.131. In parallel tables and in tables with tracing figures on left and right of page, leader from top line. (See example, pp. 202-203.)

Letterspaced words

14.132. To avoid letterspacing of lines, reading columns and runup heads of 12 ems or less are to be set ragged on right, with uniform 3-em spacing between words throughout. Lines are to be set as full as possible, in conformity with proper word division. (See also rules 14.23-14.25, p. 180.)

In columns over 12 ems in width, words in a line are letterspaced if more than 1½ ems would be required between words. All of a short word is letterspaced rather than only part of a long one.

769	Columbus, Ohio (VOR), black skeleton tower, small white house, black base.	Columbus, Ohio (VOR), black skeleton tower, small white house, black base.	Columbus, Ohio (VOR), black skeleton tower, small white house, black base. Columbus, Ohio (VOR), black skeleton tower, small white house, black base. Columbus, Ohio (VOR), black skeleton tower, small white house, black base.
770	-----do-----	-----do-----	Columbus, Ohio (VOR), black skeleton tower, small white house, black base.
	← 10 ems →	← 12 ems →	← over 12 ems—set full →

Numerals in tables

14.133. Figures, ordinals, and fractions are used in all parts of a table, except fractions which will be spelled out at the beginning of a footnote. (See also rules 14.116, 14.122, p. 192; 14.145, p. 196.)

Overruns. (See "Indentions and overruns," p. 192.)

Parallel and divide tables

Parallel tables. (For examples, see pp. 204-205.)

14.134. Parallel tables are set in pairs of pages, beginning on a left-hand page and running across to facing right-hand page.

14.135. Heads and headnotes center across the pair of pages, with 2-em hanging indention for 3 or more lines when combined measure exceeds 30 picas in width. Two-line heads are set across the pair of

pages. A single-line head or headnote is divided evenly, each part set flush right and left, respectively. Words are not divided between pages.

14.136. Boxheads are set as described on pages 180-183. Boxheads and horizontal rules aline across both pages.

14.137. Boxheads are not divided but are repeated, with *Continued* added.

14.138. Vertical rules are used on the right of even pages and on the left of odd pages.

14.139. Tracing figures are carried through from the outside columns of both pages and are set to "leader from the top line."

Divide tables

14.139.1. In divide tables that are made up parallel, with stub column repeated, the head but not the headnote repeats on each succeeding page, with *Continued* added.

TABLE 1.—Data available in Source Book of Statistics of Income from corporation returns for the years 1956-57

[Excludes consolidated returns of inactive corporations]

Division and State	All industries	Agriculture, forestry, and fishery ¹	Mining	Construction	Manufacturing	Transportation, communication, and other public utilities	Wholesale and retail trade
United States.....	34,627,905	7,988,243	902,061	2,032,023	8,250,690	2,768,267	5,509,228
New England.....	328,287	54,315	841	20,801	118,074	22,664	50,112
Maine.....	204,215	38,756	533	11,906	68,160	15,062	31,473
New Hampshire.....	124,072	15,559	308	8,895	49,914	7,602	18,639
Middle Atlantic.....	7,059,570	442,137	235,385	453,940	2,210,034	700,217	1,329,225
New York.....	3,521,163	206,354	8,614	235,763	968,453	363,343	739,295

TABLE 1.—Data available in Source Book of Statistics of Income from corporation returns for the years 1956-57—Continued

[Headnotes are not repeated with continued headings unless necessary to make table clear]

Division and State	Finance, insurance, and real estate	Business and repair service	Personal service	Amusement, recreation, and related services	Professional and related services	Government	Industry not reported
United States.....	1,013,297	789,377	1,133,585	316,063	1,472,453	1,414,069	450,570
New England.....	5,900	9,369	10,973	2,310	13,815	13,735	6,376
Maine.....	3,586	5,179	6,504	1,457	8,253	9,295	4,029
New Hampshire.....	2,314	3,170	4,469	853	5,562	4,440	2,347
Middle Atlantic.....	341,574	183,586	290,986	14,541	374,017	309,917	123,832
New York.....	216,106	101,091	172,664	47,231	212,765	182,687	65,807

14.139.2. Tables with tracing figures or stub, or both, repeating on the left of odd pages, are divide tables and not parallel tables. Over such tables the heads are repeated, with *Continued* added. Outside vertical rules are not used.

Reading columns

14.140. Figures or combinations of figures and letters used to form a reading column align on left and are followed by leaders. *Do.* is not used under such items. (See rule 14.146.2, below.)

14.141. The en dash is not to be used for *to* in a reading column; if both occur, change to *to* throughout.

14.142. Cut-in items following a colon are indented 2 ems in addition to the en quad used for bearoff.

14.143. Run in single entry under colon line; retain the colon.

14.144. The last word in a leader line must be followed by at least an en leader.

14.145. Numerical terms, including numbered streets, avenues, etc., are expressed in figures, even at the beginning of an item. (See also rule 10.13, p. 151, and rules 11.10–11.12, pp. 167–168.)

Symbol columns

14.146. A column consisting entirely of letters, letters and figures, symbols, or signs, or any combination of these, is called a symbol column. It should be remembered that a line or lines of reading matter changes the character of a symbol column into a reading column. A symbol column is not centered, except in tables in rules and where specifically requested. Blank lines in a last column are cleared. *Do.* is not used in a symbol or figure column.

14.146.1. In columns 5 ems or less in width, symbols, including columns consisting entirely of letters, are set flush on left, and spaces, not leaders, are used to complete line. Blank lines in a last column are cleared. No closing period is used.

Symbol	Typical commercial designation	Army product symbol	Filing order symbol	General description	Specification symbol
GM(2)	Gasoline and diesel engine oil, SAE10 and SAE10W grades.	OR10	A	Fuel, grease, chassis, or soap base.	G. & D.
CG	Ball and roller bearing grease.....	G075	N	Extreme pressure.....	BR
CW ¹	Wheel-bearing grease.....	OE20 ²	Xdo.....	WBG ³
	Grease not typified.....			Further tests being conducted.	
G090	Universal gear lubricant.....	S. & T.	B	Water-pump grease.....	80D
(5 ems or less)	(Stub or reading column)	(5 ems or less)	(5 ems or less)	(Reading column)	(5 ems or less)

14.146.2. In columns over 5 ems in width, symbols are set flush on left, with leaders used to complete line. However, a last column is set with spaces to complete line and blank lines are cleared. Use closing period.

Symbol	Typical commercial designation	Army product symbol	Filing order symbol	General description	Description or specification symbol
GM(2).....	Gasoline and diesel engine oil, SAE grade.	OR10.....	A.....	Fuel, grease, chassis, or soap base.	G. & D.
Not listed....	Ball and roller bearing grease.	41-X-593....	A.....	Extreme pressure.....	Awaiting further analysis.
Do.....	Wheel-bearing grease....	W.....	G.....do.....	Do. ⁴
WGL.....	Heavy-duty oil.....	PLE.....	N.....	Highly refined oil.....	
HJB.....	Hydraulic jack lubricant.	APS.....	X.....	Low-temperature grease.	GKB.
(Reading column) (over 5 ems)	(Stub or reading column)	(Reading column) (over 5 ems)	(Reading column) (over 5 ems)	(Reading column)	(Reading column) (over 5 ems)

14.146.3. Columns composed of both symbols and figures are treated as figure columns and are set flush on right. In case of blank lines in a last column, leaders will be used as in figure columns.

Symbol or catalog No.	Typical commercial designation	Symbol or product No.	Symbol or filing order symbol	General description	Symbol or specification No.
WBD	Chassis grease, cup grease, under pressure.	961	A	Especially adapted to very cold climates.	1359
14L88	Water-pump bearing grease.....	SWA	352	Under moderate pressure.....	
5190	Exposed gear chain lubricant.....	12L	N	High-speed use.....	AE10
	E. P. hypoid lubricant.....	863	X	For experimental use only.....	NXL
376	Special grade for marine use.....		468	Free flowing in any weather.....	749
(Treat as figure column) (5 ems or less)	(Stub or reading column)	(Treat as figure column) (5 ems or less)	(Treat as figure column) (5 ems or less)	(Reading column)	(Treat as figure column) (5 ems or less)

Tables in rules

14.147. In tables consisting entirely of figure columns, including fractions, figures are centered in each column and aligned on right. Leader and dash lines are borne off 1 em from each side. In narrow columns, figures, leaders, and dashes are borne off an en space. First and last columns must always bear off a full em quad from outside rules.

The following statistics cover the average cost per head for the State after taxes in 1950

	Cattle and calves	Hogs	Sheep
Manager's salary ¹	\$0. 0409	\$0. 0259	\$0. 0054
Yarding expenses.....	. 1231	. 0536	. 0182
Office expenses.....	. 0981	. 0622	. 0131
□ Administrative and general expense ² 0973	. 0617	. 0129
Total unit costs.....	□ . 3594 □	□ . 2034 □	□ . 0496 □
Number of head.....	110, 305	91, 330	108, 221

¹ Manager's salary will be higher after Jan. 1, 1951.

² Administrative and general expenses which involve the construction of all necessary new buildings.

Statistical tables of performance and results—Bureau of School Medical Inspection
SCHOOL ENROLLMENT

	1946-47	1945-46	1944-45	1943-44	1942-43
□ Enrollment, October:					
White.....	63, 360	61, 825	62, 118	63, 965	52, 693
Colored.....	41, 355	39, 532	38, 786	37, 462	35, 400
Total.....	# 104, 715 #	# 101, 357 #	# 100, 904 #	# 101, 427 #	# 88, 093 #
Number medical inspections during 1 year:					
White.....	19	19	19	19	19
Colored.....	10	10	10	10	10
Total.....	29	29	29	29	29
Pupils per inspection:					
White.....	3, 334	3, 254	(1)	#.....#	4, 086
Colored.....	4, 135	3, 953	3, 879	3, 746	-----

¹ Records incomplete for 1944-45.

TABLE 2.—Variation of motor method ratings with pressure¹

Chamber pressure	Venturi diameter	Detonation meter giving the octane number and micrometer reading		Bouncing pin	
		Rating octane No.	Micrometer	Rating octane No.	Micrometer
FUEL 1					
<i>Inch</i> Hg	<i>Inch</i>		<i>Inch</i>		<i>Inch</i>
29.6	9 ¹ / ₁₆		0.510		
29.6	9 ¹ / ₁₆	□	-----	69.4	0.527
29.0	9 ¹ / ₁₆		.484	69.4	.509
28.0	9 ¹ / ₁₆		.450	68.5	.479
27.0	9 ¹ / ₁₆		.420	68.2	.449
26.0	3 ⁴ / ₁₆		.506	69.3	.499
25.0	1		.462	68.9	.472
23.0	3 ⁴ / ₁₆		.391	68.2	.398
21.0	3 ⁴ / ₁₆		-----	67.8	.314

¹ Variation to nearest thousandth.

14.147.1. In a table with one or more reading columns, including stub column, the text is borne off an en space from all inside rules, but first and last columns must be borne off an em quad from outside rules. Leader and dash lines in stub or reading columns are set without bearoff, as in regular tabular composition.

TABLE 1.—Fuels used in test program

No.	Fuel composition	Nominal octane number	
		Motor method	Research method
1	#60% X-6, 40% <i>n</i> -heptane	69.6	80.3
2	86% X-6, 14% <i>n</i> -heptane	-----	100.0
3	52% isooctane, 48% <i>n</i> -heptane, 2 ml TEL blend/gallon	75.6	74.7
4	74% isooctane, 26% <i>n</i> -heptane, 2 ml TEL blend/gallon	75.3	-----
5	80 octane number commercial gasoline; catalytic cracked, thermal cracked, and straight-run components without lead.	60.8	60.9

TABLE 2.—Nutrient solution in relation to pycnospore of *M. melonis*

Medium	Germination	Description of germ tubes
□ Modified Duggar's solution	<i>Percent</i> 45	Spores swollen only slightly; germ tubes □ short and no branches.
2-percent orange extract in modified Duggar's solution.	73	Spores swollen moderately; germ tubes longer than above and occasionally branched.
2-percent orange extract in distilled water.	98	Spores swollen normally; germ tubes vigorous, long and profusely branched.

14.147.2. In half-measure, double-up table, the inside stub or reading column on right half of table is borne off an em quad from the parallel dividing rule.

TABLE 2.—*Varietal reactions of pea and bean to the Wisconsin pea stunt virus tested in 1950*¹

Bean variety	Plants inoculated	Plants diseased	Bean variety	Plants inoculated	Plants diseased
	<i>Number</i>	<i>Number</i>		<i>Number</i>	<i>Number</i>
□ Alaska.....	29	2	□ Bountiful.....	8	7
Alderman.....	25	11	Dwarf Horticultural.....	13	1
Bonneville.....	19	6	Great Northern University of Illinois No. 1.....	3	5
Canner King.....	19	9	Idaho Refugee.....	3	3
Delwiche Commando University of Wisconsin No. 1.....	18	6	Michelite.....	5	12
Glacier.....	21	14	Pinto.....	17	6

¹ Tests made in Illinois and Wisconsin.

14.148. Matter in boxheads takes no extra bearoff.

14.149. Centerheads and headnotes are set the full measure of the job. Short footnotes are set the width of the table; but for good typographic appearance, long footnotes should be set the full measure of the job. (See rule 14.147, p. 197.)

Tables without rules

14.150. In tabular matter set without down rules, the same arrangement and bearoff for figures prevails as in ruled tables, except that leaders and dashlines also bear off an en space on both sides. Thus a full em space appears between columns. Unless otherwise specified, tables without rules are set in 6 or 8 point.

14.151. Column heads over figure columns in 6- or 8-point tables are set in 6-point italic, solid. These heads aline on bottom across the table, with 1 lead separating head from table.

14.151.1. Horizontal cutoff dashes (or rules or braces) used between a spread or upper level column heading carried over two or more lower level column headings are set continuous and without break, from left to right, between the two levels of such headings. An en-space bearoff on either side of the spread measure must be allowed to separate it from any adjacent columns not a part of the same group heading.

TABLE 9.—*Changes in fixed assets and related allowances*

	<i>Fixed assets</i>					
	<i>Balance June 30, 1955 (table 9-a)</i>	<i>Investment</i>		<i>Operations</i>		
		<i>Current additions</i>	<i>Adjustments</i>	<i>Transfers</i>	<i>Retirements</i>	<i>Balance June 30, 1956</i>
Supporting and general facilities:						
□□ Transportation and utilities:						
□□ Panama Railroad.....	12, 123, 197	306	-----	(539)	(284, 358)	11, 838, 606
Motor Transportation Division.....	2, 242, 999	122, 597	-----	2, 143	(147, 561)	2, 220, 178
Steamship line.....	13, 653, 989	10, 247	-----	-----	-----	13, 664, 236
Power system.....	19, 364, 373	366, 311	-----	(342)	(290, 174)	19, 440, 168
Communication system.....	2, 739, 012	151, 819	(113, 261)	-----	(26, 100)	2, 751, 470
Water system and hydroelectric facilities.....	10, 590, 820	104, 039	-----	1, 661	(48, 920)	10, 647, 600
□□ Total transportation and utilities.....	60, 714, 390	755, 319	(113, 261)	2, 923	(797, 113)	60, 562, 258
□□ Employee service and facilities:						
□□ Commissary Division.....	7, 012, 701	105, 952	(130, 891)	21, 777	(36, 418)	6, 973, 121
Service centers.....	3, 684, 670	29, 086	-----	530	(230, 276)	3, 484, 010
Housing Division.....	35, 729, 465	(10, 336)	-----	(485, 548)	(937, 916)	34, 295, 665
□ Total employee services and facilities.....	46, 426, 836	124, 702	(130, 891)	(463, 241)	(1, 204, 610)	44, 752, 796
□ Grand total.....	107, 141, 226	880, 021	(244, 152)	(466, 164)	(2, 001, 723)	105, 315, 054

14.151.2. More than one figure column, also illustrating use of dollar mark, dashline, bearoff, etc. (Note clearance in figure columns.)

For property purchased from—

Central Pipeline Distributing Co.:			
Capital stock issued, recorded amount.....	\$75, 000		
Undetermined consideration recorded.....	341		
Pan American Pipeline Co.: Recorded money outlay..	3, 476		
M. J. Mitchell: Recorded money outlay.....	730		
R. Lacy, Inc., and Lynch Refining Co.:			
Recorded money outlay.....	□\$157, 000		
Note issued.....	100, 000		
Subtotal.....	257, 000		
Less value of oil in lines and salvaged construction material.....	26, 555		
		230, 445	
		□	\$309, 992
For construction, improvements, and replacements, recorded money outlay.....			522
For construction work in progress, recorded money outlay.....			933, 605
		□	
Total.....			1, 244, 119

Use:	Quantity (million cubic feet)	Value at point of consumption
Residential.....	34, 842	□\$21, 218, 778
Commercial.....	14, 404	5, 257, 468
Industrial:		
Field (drilling, pumping, etc.).....	□144, 052	10, 419, 000
All other industrial:		
Fuel for petroleum refineries.....	96, 702	
Other, including electric utility plants...	346, 704	61, 440, 000
	636, 704	98, 335, 246

General account:	Estimated		
	1953	1957	Change
Receipts.....	□\$64, 800	□\$69, 800	□+\$5, 000
Expenditures.....	(70, 300)	(67, 100)	(-3, 200)
Net improvement, 1957 over 1953.....			1, 800
Deduct 1953 deficit.....			1, 500
			□
Net surplus, estimated for 1957.....			300

[In U.S.-dollar equivalent]

Balance with the Treasury Department July 1, 1954.....		□\$165, 367, 704.85
Receipts:		
Collections.....	□\$564, 944, 502.99	
Return from agency accounts of currencies advanced for liquidation of obligations incurred prior to July 1, 1953.....	4, 450, 577.07	
Total receipts.....		569, 395, 080.06
Total available.....		734, 762, 784.91

Total, mean, and average lines. (See rules 14.124.3-14.124.5, p. 193.)

Units of quantity

14.152. Units of quantity in stub columns are set in lowercase and placed on the right, 1-em leader from the rule. If the item does not make a full line but is too long to permit the insertion of the unit of quantity, the line is quadded out and the unit of quantity is placed on the next line at the right, preceded by quads and followed by a 1-em leader.

Aluminum, molybdenum, titanium, ferromanganese, and other metals.....pounds.....	(12)	(12)	179, 177, 116 ¹	² 32, 700, 000
Cement.....short tons.....	³ 6, 853, 796	³ 9, 866, 102	³ 8, 251, 038 ³	³ 11, 687, 089
Clay products (other than pottery, refractories).....short tons.....		⁴ 6, 883, 109		⁴ 5, 820, 000
Coke.....do.....	4, 468, 437	² 25, 526, 646	5, 080, 403	² 29, 519, 871
Diatomite.....do.....	(1)	(1)	(1)	(1)
Emery.....do.....	765	6, 828	1, 046	9, 349
Feldspar (crude) ⁵long tons.....	(1)	(1)	(1)	(1)
Ferroalloys.....short tons.....	183, 465	² 18, 358, 766	259, 303	² 30, 719, 756

Aluminum, molybdenum, titanium, ferromanganese, and other metals.....	Port of New York.....	(12)	179, 177, 116	² 32, 700, 000
Cement.....tons.....	do.....	³ 9, 866, 102	³ 8, 251, 038	³ 11, 687, 089
Clay products (other than pottery, refractories).....short tons.....	Baltimore.....	⁴ 6, 883, 109		⁴ 5, 820, 000
Coke.....do.....	do.....	² 25, 526, 646	5, 080, 403	² 29, 519, 871
Diatomite.....do.....	Richmond.....	(1)	(1)	(1)
Emery.....do.....	do.....	6, 828	1, 046	9, 349
Feldspar (crude) ⁵long tons.....	Norfolk.....	(1)	(1)	(1)
Ferroalloys.....short tons.....	do.....	² 18, 358, 766	259, 303	² 30, 719, 756

14.153. *Do.* is used under a spelled unit of quantity in a stub and in an independent column consisting entirely of such units, but *do.* is never used under an abbreviated unit of quantity.

14.154. Over figure columns, units of quantity and other words used as headings, and the abbreviations *a.m.* and *p.m.*, if not included in the boxheads, are set in 6-point italic and are placed immediately above the figures, without periods other than abbreviating periods. Any well-known abbreviation will be used to save an overrun, but if one unit of quantity is abbreviated, all in the same table will be abbreviated. If units change in a column, the new units are set in italic, with full quadline above and no space below. (See examples, p. 202.)

14.155. Units of quantity and other words as headings over figure columns are used at the beginning of a table or at the head of a continued page or continued column in a double-up table.

DEFINITION AND PARTS OF A TABLE

To define and describe fully all of the many parts, terms, and details which enter into tabular presentation is difficult to explain in a few words or to understand readily without an accompanying visual example. The example shown is directed at those concerned with the construction and makeup of tables, with guidelines identifying tabular terms and details. Many of the terms can be applied to any form of tabular matter.

TABLE 10.—*Heading or headline*

The panel		[Headnote or bracket line]		Reading column head		Units of quantity over figure columns— <i>italic</i>	
Head rule—usually single	Boxhead	Stubhead	Column head	Spanner head 1	Standard date column head	Reading column	
				Subspanner head			
				Runup column or less			
				Runup column head 12 ems			
				Runup column head 2 lines making more than			
				Runup column head over 12 ems deep 1			
				Runup column head making 2 lines			
				Runup column head 12 ems			
				Runup column head			
1	Boxhead cutoff rule—usually inferior dashes	CENTERHEAD	Millions of dollars	Tons	Thou- sands of pounds	Reading column. 3	Clear
2	Centerline in stub column	Lead or caution line 2	3 900	150	246	Feb. 12, 1958 4	Field or body
3	The line	Wheat and other grains	189	257	379	May 9, 1957	Leader line
4	Ditto or "do." line	Lumber and millwork	326	382	584	Dec. 31, 1957	
5	Single dashline	do. 6	573	176	263	do. 7	
6	Parallel dashline	Total line.	1, 988	965	1, 338	(6).	
7	Block or group	CENTERHEAD	1, 057	(9)	2, 673	July 19, 1958	
8	Total line	Lead or caution line	321	156	1, 114	May 3, 1958	
9	Quadline	Mining equipment	769		342	June 15, 1958	
10	Cutoff rule	do. (9)	258	387	4, 129	Reading column.	
		Total line.	2, 405	543	8, 009	Do.	
		Stub column				Reading column.	
		Figures bear off				Figures against	

PARALLEL

CHART I.—Data available in the Source Book of Statistics

(For list of major and minor

NOTE.—Under each classification data are shown (1) in composite,

Fiscal year or month	Budget receipts and expenditures ¹			Trust account and other transactions, net receipts, or expenditures (-) ⁴	Clearing account ⁵
	Net receipts ²	Expenditures ³	Surplus, or deficit (-)		
1932.....	\$1,923,913,117	\$4,659,202,825	-\$2,735,289,708	¹¹ -\$5,178,050	-----
1933.....	2,021,212,943	4,622,865,028	-2,601,652,085	-5,009,989	-----
1934.....	3,064,267,912	6,693,899,854	-3,629,631,943	834,880,108	-----

PARALLEL TABLE WITH

TABLE 6.—Corporation returns with balance sheets,¹ 1949, by total assets classes, no net income;³ Number of returns, selected assets and liabilities, selected in cash and assets other than own stock; also, for returns with net income, the

[Total assets classes and money

		Major industrial groups				
		Finance, insurance, real estate, and lessors of real property in 1957			Services	
		Insurance carriers, agencies, and agents	Real estate, except lessors of real property other than buildings	Lessors of real property, except buildings	Total services	Hotels and other lodging places
		Insurance agents and brokers				
1	Number of returns ⁴	5,341	76,010	3,589	29,468	3,584
2	Receipts:					
3	Gross sales ⁷		23,069	-----	1,314,378	437,633
3	Gross receipts from operations ⁸	349,983	1,065,196	-----	5,823,484	714,254
4	Interest on Government obligations (less amortizable bond premium):					
4	Wholly taxable ⁹	373	8,631	4,084	4,075	1,194
5	Subject to surtax only ¹⁰	24	314	70	123	8
6	Wholly tax exempt ¹¹	17	621	117	652	12

TABLE

of Income from corporation returns for the years 1926-49

industrial groups, see chart II)

(2) for returns with net income, and (3) for returns with no net income

Public debt, net increase or decrease (-)	Cash balance in account of the Treasurer of the United States, net increase or decrease (-)	Amount, end of period				
		Cash balance in account of the Treasurer of the United States	Debt outstanding ⁶			
			Public debt ⁷	Guaranteed obligations ⁸	Total ⁹	Subject to limitation ¹⁰
\$2,685,720,952	-\$54,746,805	\$417,197,178	\$19,487,002,444	-----	\$19,487,002,444	(12)
3,051,670,116	445,008,042	862,205,221	22,538,672,560	-----	22,538,672,560	(12)
4,514,468,854	1,719,717,020	2,581,922,240	27,053,141,414	\$630,767,817	27,733,909,231	(12)

TRACING FIGURES

and by major industrial groups,² for returns with net income and returns with receipts, compiled net profit or net loss, net income or deficit, and dividends paid income tax

figures in thousands of dollars]

Major industrial groups—Continued								
Services—Continued							Nature of business not allocable	
Personal services	Business services	Automotive repair services and garages	Miscellaneous repair services, hand trades	Motion pictures	Amusement, except motion pictures	Other services, including schools		
⁶ 6,689	6,067	2,488	⁶ 1,190	3,558	2,822	3,070	902	1
312,555 865,090	181,732 1,599,119	113,906 157,940	88,304 113,000	72,602 1,480,924	51,215 431,053	56,431 462,104	57,971 17,938	2 3
259 11 ¹² 34	734 69 40	126 1 1	24 3 -----	1,041 7 542	358 6 2	339 18 21	41 15 23	4 5 6

TABLE OF MONOTYPE MEASURES FOR MOST FREQUENTLY USED SET SIZES—Continued

[Lightface denotes flat measures—boldface denotes measures including squeeze]

Measure	6-Set	7-Set	8-Set	8½-Set	9-Set	10-Set	10½-Set	12-Set
	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units
Picas Pts.								
30½	61	52.5 52.10	45.13 46	43.1 43.5	40.12 40.16	36.11 36.15	34.15 35	30.9 30.13
31	62	53.3 53.8	46.9 46.14	43.14 44	41.6 41.10	37.4 37.8	35.8 35.11	31 31.3
31½	63	54 54.5	47.4 47.9	44.8 44.12	42 42.4	37.14 38	36 36.3	31.9 31.13
32	64	54.15 55.2	48 48.5	45.3 45.7	42.12 42.16	38.7 38.11	36.10 36.13	32 32.3
32½	65	55.13 56.1	48.13 49.1	45.16 46.4	43.6 43.11	39 39.5	37.2 37.6	32.9 32.13
33	66	56.10 56.16	49.9 49.15	46.11 46.17	44 44.5	39.11 39.16	37.13 37.17	33 33.4
33½	67	57.8 57.14	50.4 50.10	47.5 47.11	44.12 44.17	40.4 40.9	38.5 38.9	33.9 33.13
34	68	58.5 58.11	51 51.6	48 48.6	45.6 45.11	40.14 41.1	38.15 39.1	34 34.4
34½	69	59.3 59.9	51.13 52.1	48.13 49.1	46 46.5	41.7 41.12	39.7 39.11	34.9 34.13
35	70	60 60.6	52.9 52.15	49.7 49.13	46.12 46.17	42 42.5	40 40.4	35 35.4
35½	71	60.15 61.3	53.4 53.10	50.2 50.8	47.6 47.11	42.11 42.16	40.10 40.14	35.9 35.13
36	72	61.13 62.1	54 54.6	50.15 51.3	48 48.5	43.4 43.9	41.2 41.6	36 36.4
36½	73	62.10 62.16	54.13 55.1	51.9 51.15	48.12 48.17	43.14 44.1	41.13 41.17	36.9 36.13
37	74	63.8 63.14	55.9 55.15	52.4 52.10	49.6 49.11	44.7 44.12	42.5 42.9	37 37.4
37½	75	64.5 64.11	56.4 56.10	52.17 53.5	50 50.5	45 45.5	42.15 43.1	37.9 37.13
38	76	65.3 65.9	57 57.6	53.12 54	50.12 50.17	45.11 45.16	43.7 43.11	38 38.4
38½	77	66 66.6	57.13 58.1	54.6 54.12	51.6 51.11	46.4 46.9	44 44.4	38.9 38.13
39	78	66.15 67.3	58.9 58.15	55.1 55.7	52 52.5	46.14 47.1	44.10 44.14	39 39.4
39½	79	67.13 68.1	59.4 59.10	55.14 56.2	52.12 52.17	47.7 47.12	45.2 45.6	39.9 39.13
40	80	68.10 68.16	60 60.6	56.8 56.14	53.6 53.11	48 48.5	45.13 45.17	40 40.4
40½	81	69.8 69.16	60.13 61.2	57.3 57.10	54 54.6	48.11 48.16	46.5 46.10	40.9 40.14
41	82	70.5 70.13	61.9 61.16	57.16 58.5	54.12 55	49.4 49.9	46.15 47.2	41 41.5
41½	83	71.3 71.11	62.4 62.11	58.11 59	55.6 56.12	49.14 50.1	47.7 47.12	41.9 41.14
42	84	72 72.8	63 63.7	59.5 59.12	56 56.6	50.7 50.12	48 48.5	42 42.5
42½	85	72.15 73.5	63.13 64.2	60 60.7	56.12 57	51 51.5	48.10 48.15	42.9 42.14
43	86	73.13 74.3	64.9 64.16	60.13 61.2	57.6 57.12	51.11 51.16	49.2 49.7	43 43.5
43½	87	74.10 75	65.4 65.11	61.7 61.14	58 58.6	52.4 52.9	49.13 50	43.9 43.14
44	88	75.8 75.16	66 66.7	62.2 62.9	58.12 59	52.14 53.1	50.5 50.10	44 44.5
44½	89	76.5 76.13	66.13 67.2	62.15 63.4	59.6 59.12	53.7 53.12	51.15 51.2	44.9 44.14
45	90	77.3 77.17	67.9 67.16	63.9 63.16	60 60.6	54 54.5	51.7 51.12	45 45.5
45½	91	78 78.8	68.4 68.11	64.4 64.11	60.12 61	54.11 54.16	52 52.5	45.9 46.14
46	92	78.15 79.5	69 69.7	64.17 65.6	61.6 61.12	55.4 55.9	52.10 52.15	46 46.5
46½	93	79.13 80.3	69.13 70.2	65.12 66.1	62 62.6	55.14 56.1	53.2 53.7	46.9 46.14
47	94	80.10 81	70.9 70.16	66.6 66.13	62.12 63	56.7 56.12	53.13 54	47 47.5
47½	95	81.8 81.16	71.4 71.11	67.1 67.8	63.6 63.12	57 57.5	54.5 54.10	47.9 47.14
48	96	82.5 82.13	72 72.7	67.14 68.3	64 64.6	57.11 57.16	54.15 55.2	48 48.5
48½	97	83.3 83.11	72.13 73.2	68.8 68.15	64.12 65	58.4 58.9	55.7 55.12	48.9 48.14
49	98	84 84.8	73.9 73.16	69.3 69.10	65.6 65.12	58.14 59.1	56 56.5	49 49.5
49½	99	84.15 85.5	74.4 74.11	69.16 70.5	66 66.6	59.7 59.12	56.10 56.15	49.9 49.14
50	100	85.13 86.3	75 75.7	70.10 70.17	66.12 67	60 60.5	57.2 57.7	50 50.5
50½	101	86.10 87	75.13 76.2	71.4 71.11	67.6 67.12	60.11 60.16	57.13 58	50.9 50.14
51	102	87.8 87.16	76.9 76.16	71.17 72.6	68 68.6	61.4 61.9	58.5 58.10	51 51.5
51½	103	88.5 88.13	77.4 77.11	72.12 73.1	68.12 69	61.14 62.1	58.15 59.2	51.9 51.14
52	104	89.3 89.11	78 78.7	73.6 73.13	69.6 69.12	62.7 62.12	59.7 59.12	52 52.5
52½	105	90 90.8	78.13 79.2	74.1 74.8	70 70.6	63 63.6	60 60.5	52.9 52.14
53	106	90.15 91.5	79.9 79.16	74.14 75.3	70.12 71	63.11 63.16	60.10 60.15	53 53.5
53½	107	91.13 92.3	80.4 80.11	75.8 75.15	71.6 71.12	64.4 64.9	61.2 61.7	53.9 53.14
54	108	92.10 93	81 81.7	76.3 76.10	72 72.6	64.14 65.1	61.13 62	54 54.5
54½	109	93.8 93.16	81.13 82.2	76.16 77.5	72.12 73	65.7 65.12	62.5 62.10	54.9 54.14
55	110	94.5 94.13	82.9 82.16	77.11 78	73.6 73.12	66 66.5	62.15 63.2	55 55.5
55½	111	95.3 95.11	83.4 83.11	78.5 78.12	74 74.6	66.11 66.16	63.7 63.12	55.9 55.14
56	112	96 96.8	84 84.7	79 79.7	74.12 75	67.4 67.9	64 64.5	56 56.5
56½	113	96.15 97.5	84.13 85.2	79.13 80.2	75.6 75.12	67.14 68.1	64.10 64.15	56.9 56.14
57	114	97.13 98.3	85.9 85.16	80.7 80.14	76 76.6	68.7 68.12	65.2 65.7	57 57.5
57½	115	98.10 99	86.4 86.11	81.2 81.9	76.12 77	69 69.5	65.13 66	57.9 57.14
58	116	99.8 99.16	87 87.7	81.15 82.4	77.6 77.12	69.11 69.16	66.5 66.10	58 58.5
58½	117	100.5 100.13	87.13 88.2	82.9 82.16	78 78.6	70.4 70.9	66.15 67.2	58.9 58.14
59	118	101.3 101.11	88.9 88.16	83.4 83.11	78.12 79	70.14 71.1	67.7 67.12	59 59.5
59½	119	102 102.8	89.4 89.11	83.17 84.8	79.6 79.12	71.7 71.12	68 68.5	59.9 59.14
60	120	102.15 103.5	90 90.7	84.12 85.1	80 80.6	72 72.5	68.10 68.15	60 60.5

NOTES

15. LEADERWORK

(See also Abbreviations; Tabular Work)

15.1. Leaderwork is a simple form of tabular work without boxheads or rules. It consists of a reading (stub) column and a figure column, leadered from the bottom line. It may also consist of two reading columns, alining on the top line. In general, leaderwork (except indexes and tables of contents, which are set the same style as text) is governed by the same rules of style as tabular work. Unless otherwise indicated, leaderwork is set in 8-point. The period is omitted immediately before leaders. (See also "Tables without rules," p. 199.)

Bearoff

15.2. No bearoff is required at the right in a single reading column.

Columns

15.3. A figure column is at least an en quad wider than the largest group of figures, but not less than 2 ems. Dashlines are to be the full width of the figure column.

Year:	<i>Pounds</i>
1952.....	255, 939, 000
1953 (out-of-State deliveries of natural gas from Louisiana, Mississippi, South Dakota, and Texas).....	376, 818, 000
1954.....	368, 233, 000
Total.....	#1, 000, 990, 000

15.4. If the last column is a reading column, leaders are run within an en quad of the first word; but if the first column overruns, it is indented an additional en space from the first word of the last column.

<i>Particulars</i>	<i>Artist</i>
To the French Government: The entire collection of French paintings on##Degas. loan, with the exception of Mlle. DuBourg (Mme. Fantin-Latour).	
Avant la Course.....	Do.
To Col. Axel H. Oxholm, Washington, D.C.:	
Martha Washington, George Washington, and Thomas Jefferson.	Attributed to Jonathan E. Earl, Los Angeles, Calif.
Roses.....	#Renoir.
Do.....	Forain.
Roses in a Chinese Vase and Sculpture by Maillol.	Vuillard.
Maternity.....	Gauguin.

Continued heads

15.5. If leaderwork continues on a following page or is doubled up, continue center and side heads, including colon lines, in stub; also units of quantity or other words over figure and reading columns. In leaderwork set broad measure, no heads or units of quantity are repeated when the matter continues on the facing page. (See also rules 14.43-14.46, p. 186.)

Ditto

15.6. The abbreviation *do.* is capitalized and preceded by quads in stub; it is capitalized and preceded and followed by quads in last reading column; it is lowercased when used under a unit of quantity in stub. (See rules 15.4, 15.22.)

Dollar mark and ciphers

15.7. The dollar mark or any other money symbol is used at the beginning of each statement, on the first line of double-up matter, at the head of a continued statement, and on the first line of each cut-in group. A dollar mark or any other money symbol does not carry through leaders in leaderwork.

15.8. In a column containing mixed amounts (as money, tons, gallons, etc.) the figures are alined on the right, and the dollar mark or other symbol is repeated before each sum of money. If several sums of money are grouped and added to make a total, they are separated from the nonmoney group by a parallel dash, and the symbol is placed on the first figure of the separated group only. (See rule 14.77, p. 188.)

15.9. If two columns of sums of money add or subtract one into the other and one carries points and ciphers, the other should also carry points and ciphers.

Flush items and subheads

15.10. Flush items clear the figure column.

15.11. Subheads are centered in full measure; if they extend to the figure column, the figure column and an equal space on the left are cleared.

Footnotes

15.12. Footnotes to leaderwork follow the style of footnotes to tables. (See "Footnotes and references," p. 190.)

15.13. Footnote references begin with 1 in each statement, and footnotes are placed at end of statement, separated from it by 2 leads. Separate notes from matter following by not less than 6 points.

15.14. If the leaderwork runs over from one page to another, the appropriate footnotes are carried on each page, and are repeated as necessary.

15.15. If the footnotes to leaderwork and text fall at bottom of page, the footnotes to leaderwork are placed above footnotes to text and the two groups are separated by a 50-point rule, flush on the left.¹

Units of quantity

15.16. Units of quantity or other words over a stub or figure column are set in 6-point italic and are separated from leaderwork by 2 points. These heads aline on the bottom. (See examples in rule 14.151.1, p. 199.)

Examples

15.17. The example below shows the style to be observed where there is a short colon line at left. In case of only one subentry, run in with colon line and preserve the colon.

Baltimore & Ohio RR.:		
Freight carried:		
May	-----	<i>Tons</i> #150,000
June	-----	152,000
Coal carried	-----	900,000
Pennsylvania RR.:	Freight carried Jan. 1, 1938	#21,000

¹ Livestock not included.

¹ This shows the relative positions for footnotes in leaderwork and text on the same page.

15.18. If there is no colon line, the style is as follows:

Freight carried by the Pennsylvania RR. and the Baltimore & Ohio RR. in May..... ^{Tons} 371, 500

15.19. Explanatory matter is set in 6-point under leaders (note omission of period):

 (Name) (Address) (Position)

15.20. In blank forms, leaders used in place of complete words to be supplied are preceded and followed by a space.

On this day of 19..

15.21. In half measure doubled up, units of quantity are alined across the page. (See also rule 16.22, p. 214.)

Seedlings:	Inches	Seedlings—Continued	Inches
Black locust.....	27	Osage-orange.....	20
Honey locust.....	16	Catalpa.....	16
Green ash.....	7	Black walnut.....	10

15.22. Mixed units of quantity and amounts and words in figure column are set as follows:

Capital invested.....	#	\$8, 000
Value of implements and stock.....		\$3, 000
Land under cultivation.....	acres..	128. 6
Orchard.....	do.....	21. 4
Forest land.....	square miles..	50
Livestock:		
Horses:		
Number.....		8
Value.....		\$1, 500
Cows:		
Number.....		18
Estimated weekly production of butter per milk cow	pounds..	7½
Hogs:		
Number.....		46
Loss from cholera.....		None

15.23. Abbreviated unit of quantity repeated:

Height at shoulder (top of third dorsal), <i>Brontops robustus</i>	mm..	¹ 2, 311
Width of atlas, <i>Diploclonus tyleri</i>	mm..	320
Weight of specimen.....	oz..	6

¹ Estimated.

15.24. If there are no figures in a line, the leaders should be broken from those in preceding column by an en space.

Sales of shoes.....		\$1, 200
Loss on sales.....		#.....

NOTES

16. TEXT FOOTNOTES, INDEXES, AND CONTENTS

FOOTNOTES AND REFERENCE MARKS

(For footnotes in tabular work, see p. 190.)

16.1. Except as noted under "Abbreviations" (p. 149), footnotes to text follow the style of text.

16.2. In a publication divided into chapters, sections, or articles, each beginning a new page, text footnotes begin with 1 in each such division. In a publication without such divisional grouping, footnotes are numbered consecutively from 1 to 99, and then begin with 1 again. However, in supplemental sections, such as appendixes and bibliographies, which are not parts of the publication proper, footnotes begin with 1.

16.3. Copy preparers must see that references and footnotes are plainly marked, and must also indicate the measure if footnotes are to be doubled, or tripled.

16.4. On a job that is not completed, the last footnote number must be given to Chief Copy Preparer, who will enter it in copybook, so that there will be no question as to next footnote number.

16.5. If a reference is repeated on another page, it should carry the original footnote; but to avoid repetition of a long note, the copy preparer may use the words "See footnote 3 (6, 10, etc.) on p. —" instead of the entire footnote.

16.6. Unless copy is otherwise marked: (1) Footnotes to 12-point text (except 12-point briefs) are set in 8 point; (2) footnotes to 11-point text are set in 8 point, except in Supreme Court reports, in which they are set in 9 point; (3) footnotes to 10- and 8-point text are set in 6 point. (See also "Courtwork," p. 230.)

16.7. Footnotes are set as paragraphs and are separated from the text by a 50-point rule on 6-point body, flush on the left, with 1 lead above and below the rule.

16.8. Footnotes to indented matter are set full measure.

16.8.1. To achieve faithful reproduction of indented excerpt material (particularly legal work) containing original footnotes, these footnotes are placed at bottom of excerpt, separated by 3 leads; no side dash is used. Reference numbers are not changed to fit numbering sequence of text footnotes.

16.9. Footnotes must always begin on the page carrying the reference. The breaking over of a footnote from one page to the next should be avoided; but when this is unavoidable, the break should not be made on a paragraph.

16.10. Footnotes to charts, graphs, and other illustrations should be placed immediately beneath such illustrative material.

16.11. A cutoff dash is not required between the chart or graph and the footnotes.

16.12. For reference marks, roman superior figures, italic superior letters, or symbols (preferably the first) are used. Superior figures and letters are separated from the words to which they apply by thin

spaces, unless immediately preceded by periods or commas; footnote symbols are set closed up.

16.13. Where reference figures might lead to ambiguity (for example, in matter containing exponents), asterisks, daggers, etc., or italic superior letters may be used.

16.14. When symbols or signs are used for footnote reference marks, their sequence should be (*) asterisk, (†) dagger, (‡) double dagger, (§) section mark, and (||) parallel. Should more symbols be needed, these may be doubled or tripled, but for simplicity and greater readability, it is preferable to extend the assortment by adding other single-character symbols.

16.15. Symbols with commonly established other meanings likely to produce confusion, such as the percent mark (%) and the number mark (#), should not be used.

16.16. To avoid possible confusion with numerals and letters frequently occurring in charts and graphs, it is preferable in such instances to use symbols as reference marks.

16.17. When an item carries several reference marks, the superior-figure reference precedes an asterisk, dagger, or similar character used for reference.

16.18. A superior reference mark follows all punctuation marks except a dash, but falls inside a closing parenthesis or bracket if applying only to matter within the parentheses or brackets.

16.19. Two or more footnote references occurring together are separated by thin spaces, not commas.

16.20. In a series of short footnotes, reference numerals or letters are alined on the right.

INDEXES AND TABLES OF CONTENTS

16.21. Indexes and tables of contents are set in the same style as the text, except that *See* and *see also* are set in italic.

16.22. *Page, section, paragraph, etc.*, over figure columns are set in roman, flush on right, with 1 lead below even in solid matter. However, to avoid excess space caused by short entry lines, *page, etc.*, will be lowered to within 1 lead of figure column. This treatment does not apply to contents with more than one figure column or to two-column indexes. (See also rule 16.32, p. 215.)

ANNUAL REPORT OF THE SECRETARY OF THE TREASURY	455
Notes—Continued	
Treasury:	
Marketable:	Page
Exchanges.....	459
ANNUAL REPORT OF THE SECRETARY OF THE TREASURY	455
Notes—Continued	Page
Treasury.....	459

16.23. Where a word occurs in an index page column, either alone or with a figure, it is set flush on the right. If the word extends back into the leaders, it is preceded by an en space.

Explanatory diagram.....	Page
General instructions.....	Frontispiece
Capitalization (<i>see also</i> Abbreviations).....	VIII
Correct imposition (diagram).....	16
Legends. (<i>See</i> Miscellaneous rules.).....	Facing 34

16.24. The figure column is 3 ems wide unless otherwise indicated.

16.25. Thin periods and commas are used in figure columns of indexes.

16.26. For better appearance, Roman numerals should be set in small caps in the figure columns of tables of contents and of indexes.

16.27. In indexes set with leaders, if the page numbers will not fit in the leader line, the first number only is set in that line and the other numbers are overrun; but to save an overrun the page numbers may be run back within an em leader of the entry, with an en quad between the leader and the figures. If the entry makes three or more lines and the last line of figures is not full, a period is used at the end.

If page folios overrun-----	220,	And this way when overrun
This way to save overruns--	224, 227, 230, 240	folios make two or more lines_
	220, 224,	224-225, 230-240, 245, 246, 250-
	227, 230, 235, 238, 240, 247, 260	255, 258, 300.

(For examples of item indentions in reading column of indexes set with leaders, see p. 477.)

16.28. Overrun page numbers are indented 3½ ems in measures not over 20 picas and 7 ems in wider measures, more than one line being used if necessary. These indentions are increased as necessary to not less than 2 ems more than the line immediately above or below.

16.29. When copy specifies that all overs are to be a certain number of ems, the runovers of the figure column shall be held in 2 ems more than the specified indention.

16.30. Examples of block-type indexes:

Example 1

Medical officer, radiological defense, 3
 Medicolegal dosage, 44
 Military Liaison Committee, 4
 Monitoring, 58
 Air, 62
 Personnel, 59
 Civilian, 60
 Military, 59
 Sea, 61
 Ship, 61
 Monitors, radiological defense, 3

 NEPA, 29
 NEPS, project, 30
 Neutron(s), 16
 Flux, 41
 Nuclear binding energy, 22
 Nuclear energy, release of, 23

Example 2

Brazil—Continued
 Exchange restrictions, etc.—Con.
 Williams mission (*see also* Williams, John H., special mission), efforts in connection with exchange control situation, 586-588
 Trade agreement with United States, proposed:
 Draft text, 558-567
 Proposals for—
 Inclusion of clauses relating to exchange control operation, 550, 551, 557;
 Joint United States-Brazilian declaration of policy: Brazilian attitude, 553, 569, 570, 572-574; information concerning, 550, 551, 552

16.31. In index entries the following forms are used:

- Brown, A. H., Jr. (*not* Brown, Jr., A. H.)
- Brown, A. H., & Sons (*not* Brown & Sons, A. H.)
- Brown, A. H., Co. (*not* Brown Co., A. H.)
- Brown, A. H., & Sons Co. (*not* Brown & Sons Co., A. H.)

16.32. In a table of contents, where *chapter*, *plate*, or *figure* is followed by a number and period in the first line and cleared in the following lines, an en quad is used after the period in the first line and the periods are alined on the right. Roman numerals, if used, aline on the right.

Chapter	Page
I. Introduction-----	1
II. Summary-----	1
VIII. Conclusions-----	7

455995°—58—16

16.33. Subheads in indexes and tables of contents are centered in the full measure. If such subheads extend into the figure column, the figure column and an equal number of ems on the left are cleared.

16.34. In contents set in combination of two sizes of lightface type, or in combination of boldface and lightface type, all page numbers in figure column will be set in lightface roman type. Contents set entirely in boldface will use boldface page numbers. All page numbers will be set in the predominant size.

	Page
PART I. MAINTENANCE OF PEACE AND SECURITY	5
Disarmament.....	6
Peaceful Uses of Atomic Energy.....	7
Part I. Maintenance of Peace and Security	5
Disarmament.....	6
Peaceful Uses of Atomic Energy.....	7
Part I. Maintenance of Peace and Security	5
Disarmament.....	6
Peaceful Uses of Atomic Energy.....	7

NOTES

17. DATELINES, ADDRESSES, AND SIGNATURES

17.1. The general principle involved in the typography of datelines, addresses, and signatures is that they should be so set as to stand out clearly from the body of the letter or paper which they accompany. This is accomplished by using caps and small caps and italic, as set forth below. Other typographic details are designed to insure uniformity and good appearance. Street addresses and zone numbers are not to be used. Certain general instructions apply alike to datelines, addresses, and signatures.

General instructions

17.2. Principal words in datelines, addresses, and titles accompanying signatures are capitalized.

17.3. *Mr.*, *Mrs.*, and all other titles preceding a name, and *Esq.*, *Jr.*, *Sr.*, and *2d* following a name in address and signature lines, are set in roman caps and lowercase if the name is in caps and small caps or caps and lowercase; if the name is in caps, they are set in caps and small caps, if small caps are available—otherwise in caps and lowercase. (See also rule 10.33, p. 153.)

17.4. Lines set in caps, caps and small caps, or small caps are spaced with en quads.

Spacing

17.5. A lead is used, unless space is clear, between dateline and text or address, address and text, text and signature, and signature and address. (See examples, rule 17.28, p. 222.)

DATELINES

17.6. Datelines at the beginning of a letter or paper are set at the right side of the page, the originating office in caps and small caps, the place name and date in italic; if the originating office is not given, the place name is set in caps and small caps and the date in italic; if only the date is given, it is set in caps and small caps. Such datelines are indented from the right 1 em for a single line; 3 ems and 1 em, successively, for 2 lines; and 5 ems, 3 ems, and 1 em, successively, for 3 lines. In measures 30 picas or wider, these indentions are increased by 1 em.

THE WHITE HOUSE, □ □ □
Washington, D.C., January 1, 1958. □

THE WHITE HOUSE, *July 30, 1957.* □

TREASURY DEPARTMENT, □ □ □ □ □
OFFICE OF THE TREASURER, □ □ □
Washington, D.C., January 1, 1958. □

TREASURY DEPARTMENT, *July 30, 1957.* □

DEPARTMENT OF COMMERCE, □ □ □
July 30, 1958. □

NOTE.—The U.S. Government Correspondence Manual (in preparation) offers proper forms of addresses, salutations, and closings. (See "Bibliography," p. 2.)

OFFICE OF JOHN SMITH & Co., □ □ □
New York, N.Y., June 6, 1958. □

WASHINGTON, *May 20, 1958—10 a.m.* □

THURSDAY, MAY 8, 1958—2 P.M. □

JANUARY 24, 1958. □

WASHINGTON, *November 29, 1957* □ □ □
 [Received December 6, 1957]. □

ON BOARD U.S.S. "CONNECTICUT," □ □ □
January 21, 1958. □

OFFICE OF THE COMMISSIONERS OF THE □ □ □ □ □
 DISTRICT OF COLUMBIA, □ □ □
Washington, January 6, 1958. □

17.7. Congressional hearings:

MONDAY, OCTOBER 24, 1938¹

HOUSE OF REPRESENTATIVES, □ □ □ □ □ □ □
 SUBCOMMITTEE ON IMMIGRATION, □ □ □ □ □
 COMMITTEE ON THE JUDICIARY, □ □ □ □ □
Washington, January 10, 1958. □

HOUSE OF REPRESENTATIVES, □ □ □ □ □ □ □
 COMMITTEE ON MERCHANT MARINE □ □ □ □ □ □ □
 AND FISHERIES, □ □ □ □ □
Washington, D.C. □

U.S. SENATE, □ □ □ □ □ □ □
 SUBCOMMITTEE OF THE COMMITTEE □ □ □ □ □ □ □
 ON ARMED SERVICES, □ □ □ □ □ □ □
Washington, D.C. □

CONGRESS OF THE UNITED STATES, □ □ □ □ □ □ □
 JOINT COMMITTEE ON ATOMIC ENERGY, □ □ □ □ □ □ □
Washington, D.C. □

17.8. Datelines at the end of a letter or paper, either above or below signature, are set on left in caps and small caps for the place and italic for the date. When the word *dated* is used, dateline is set in roman caps and lowercase.

□ STEUBENVILLE, OHIO.

□ STEUBENVILLE, OHIO, *July 1, 1958.*

□ Dated July 1, 1958.

□ Dated Albany, March 12, 1958.

17.9. Datelines in newspaper extracts are set at the beginning of the paragraph, the place name in caps and small caps and the date in roman caps and lowercase.

□ NEW YORK, N.Y., August 21, 1957.—A dispatch received here from * * *.

¹ Dates in House hearings on appropriation bills are set on right in 10-point caps and small caps, with a 5-em dash above each date.

ADDRESSES

17.10. Addresses are set flush left at the beginning (or at end in formal usage) of a letter or paper. (See examples, rule 17.28, p. 222.)

17.11. At beginning or at end:

To SMITH & JONES and
 BROWN & GREEN, Esqs.,
Attorneys for Claimant
 (Attention of Mr. Green).

HON. JOHN L. McCLELLAN,
U.S. Senate.

HON. CARROLL D. KEARNS,
U.S. House of Representatives. (Collective address)

THE PRESIDENT,
The White House.

17.12. A long title following an address is set in italic caps and lowercase, the first line flush left and right, overruns indented 2 ems to clear a following 1-em paragraph indention.

HON. HUBERT H. HUMPHREY,
Chairman, Subcommittee on Reorganization of the Committee on Government Opera-
 tions, U.S. Senate, Washington, D.C.

17.13. The name or title forming the first line of the address is set in caps and small caps, but *Mr.*, *Mrs.*, or other title preceding a name, and *Esq.*, *Jr.*, *Sr.*, or *2d* following a name, are set in roman caps and lowercase; the matter following is set in italic. The words *U.S. Army* or *U.S. Navy* immediately following a name are set in roman caps and lowercase in the same line as the name.

Maj. Gen. EDWARD M. MARKHAM, Jr., U.S. Army,
Chief of Engineers.

CHIEF OF ENGINEERS, U.S. ARMY. (Full title, all caps and small caps.)

Maj. Gen. EDWARD M. MARKHAM;
Chief of Engineers, U.S. Army,
Washington, D.C.

HON. RALPH R. ROBERTS,
Clerk of the House of Representatives.

HON. JOHN L. McCLELLAN,
U.S. Senator, Washington, D.C.

HON. CHARLES POTTER,
Senate Office Building, Washington, D.C.

THE COMMITTEE ON APPROPRIATIONS,
House of Representatives.

17.14. General (or collective) addresses are set in italic caps and lowercase, flush left, with overruns indented 2 ems and ending with a colon, except when followed by a salutation, in which case a period is used.

17.15. Examples of general addresses when not followed by salutation:

To the Officers and Members of the Daughters of the American Revolution,
 Washington, D.C.:

To the American Diplomatic and Consular Officers:

To Whom It May Concern:

Collectors of Customs:

To the Congress of the United States:

17.16. Example of general address when followed by salutation:

Senate and House of Representatives.

[1 lead]

GENTLEMEN: You are hereby * * *.

17.17. Examples illustrating other types of addresses:

To the EDITOR:

To JOHN L. NELSON, *Greeting:*

To JOHN L. NELSON, *Birmingham, Ala., Greeting:*

To the CLERK OF THE HOUSE OF REPRESENTATIVES:

CHIEF OF ENGINEERS

(Through the Division Engineer).

[1 lead]

MY DEAR SIR: I have the honor * * *.

MR. REED: I have the honor * * *.

DEAR MR. REED: I have the honor * * *.

Lt. (jg.) JOHN SMITH,

Navy Department:

[1 lead]

The care shown by you * * *.

STATE OF NEW YORK,

County of New York, ss:

[1 lead]

Before me this day appeared * * *.

DISTRICT OF COLUMBIA, ss:

[1 lead]

Before me this day appeared * * *.

SIGNATURES

17.18. Signatures, preceded by an em dash, are sometimes run in with last line of text. (See also rule 9.52, p. 138.)

17.19. Signatures are set at the right side of the page. They are indented 1 em for a single line; 3 ems and 1 em, successively, for 2 lines; and 5 ems, 3 ems, and 1 em, successively, for 3 lines. In measures 30 picas or wider, these indentions are increased by 1 em. (See examples, rule 17.28, p. 222.)

17.20. The name or names are set in caps and small caps; *Mr.*, *Mrs.*, and all other titles preceding a name, and *Esq.*, *Jr.*, *Sr.*, and *2d* following a name, are set in roman caps and lowercase; the title following name is set in italic. Signatures as they appear in copy must be followed in regard to abbreviations.

17.21. If name and title make more than half a line, they are set as two lines.

17.22. Two to eight independent signatures, with or without titles, are alined on the left, and the longest name is indented 1 em from the right if no title follows.

W. H. SOUTHERLAND.
 JAMES G. GREEN.
 WM. C. WILSON.

WARREN H. ATHERTON.
 ALBERT J. HAYES.
 THOMAS C. KINKAID,
Commander, U.S. Navy (Retired).
 DAVID SARNOFF, *Chairman.*

17.23. More than eight signatures, with or without titles, are set full measure, roman caps and lowercase, run in, indented 5 and 7 ems in measures of $26\frac{1}{2}$ picas or wider; in measures less than $26\frac{1}{2}$ picas, indent 3 and 5 ems.

□□□□ Brown, Shipley & Co.; Denniston, Cross & Co.; Fruhling & Groschen,
 □□□□□ Attorneys; C. J. Hambro & Sons; Hardy, Nathan & Co.; Heilbut,
 □□□□□ Symons & Co.; Harrison Bros. & Co., by George Harrison;
 □□□□□ Hoare, Miller & Co.; Thomas Eaton Co.

17.24. A long title following a signature is set in italic caps and lowercase and is indented 2 and 3 ems on the left and 1 em on the right. These indentions are increased 1 em in measures 30 picas or wider.

□□□ Yours truly,

(Signed) □ THOMAS E. RHODES, □□□

□□ *Special Assistant to the Attorney General, Attorney for Howard Sutherland,* □
 □□ *Director, Office of Alien Property, and H. T. Tate, Acting Treasurer.*

17.25. The punctuation of closing phrases is governed by the sense. A detached complimentary close is made a new paragraph.

17.26. Examples of various kinds of signatures:

UNITED STATES IMPROVEMENT Co., □
 By JOHN SMITH, *Secretary.*

TEXARKANA TEXTILE MERCHANTS & □
 □ MANUFACTURERS' ASSOCIATION,
 JOHN L. JONES, *Secretary.*

JOHN L. PENN, *Solicitor,* □□□
 Per FREDERICK VAN DYNE,
Assistant Solicitor. □

JOHN W. SMITH □□□
 (And 25 others). □

JOHN SMITH, □□□□
Lieutenant Governor □□□
 (For the Governor of Maine). □

NORTH AMERICAN ICE Co., □
 G. Y. ATLEE, *Secretary.*

Bob,
 ROBERT S. KERR. □

JOHN [his thumbmark] SMITH. □

CLARENCE CANNON,
 AUGUST H. ANDRESEN,
Managers on the Part of the House. □
 [1 lead]

CARTER GLASS,
 CARL HAYDEN,
Managers on the Part of the Senate. □

□ I am, very respectfully, yours,

(Signed) □ FRED C. KLEINSCHMIDT, □□□
Assistant Clerk, Court of Claims. □

□ I have the honor to be,

□□□ Very respectfully, your obedient servant,

(Signed) □ John R. King,
 (Typed) □ JOHN R. KING, □□□
Secretary. □

or

(S) John R. King,
 JOHN R. KING, □□□
Secretary. □

- Hoping to hear from you soon, I have the honor to be,
 Very respectfully, your obedient servant,
HENRY L. JONES, M.D.
- MARY J. JONES
 Mrs. Henry T. Jones.
- Attest:
RICHARD ROE, *Notary Public.*
- By the Governor:
NATHANIEL COX, *Secretary of State.*
- Approved.
JOHN SMITH, *Governor.*
- By the President:
CORDELL HULL,
Secretary of State.
- On behalf of the Philadelphia Chamber of Commerce:
GEO. W. PHILIPS.
 SAML. CAMPBELL.
- Respectfully submitted.
L. A. WRIGHT, *U.S. Indian Agent.*
- Yours truly,
Capt. JAMES STALEY, Jr.,
Superintendent.
- Respectfully yours,
J. B. ELLIS.
- Very respectfully,
A. F. CALDWELL, *U.S. Indian Agent.*
- 17.27. In quoted matter:**
 "Very respectfully,
"M. T. JENKINSON.
 "ALBERT WARD."

17.28. Examples of various kinds of datelines, addresses, and signatures:

WASHINGTON, D.C., *September 16, 1958.*

Mr. WILLIAM E. JONES, Jr.,
Special Assistant to the Attorney General, Attorney for Howard Sutherland, Director,
 Office of Alien Property.

^[1 lead] DEAR MR. JONES: In reply to your letter * * *.

Yours truly,
(Signed) THOMAS E. RHODES,

Special Assistant to the Attorney General, Attorney for Howard Sutherland,
 Director, Office of Alien Property.

P.S.—A special word of thanks to you from J. R. Brown for your fine help.
^[1 lead]
 T. E. R.

LINCOLN PARK, MICH., *February 15, 1957.*
^[1 lead]

Re Romeo O. Umanos, Susanna M. Umanos, case No. S-254, Immigration and
 Naturalization Service, application pending.

^[1 lead] Hon. FRANCIS E. WALTER,
Chairman, Subcommittee on Immigration,
Committee on the Judiciary, Washington, D.C.

^[1 lead] DEAR MR. WALTER: You have for some time * * *.
 Sincerely yours,

CHARLES A. BRANDT,
Architectural Designer.

Hon. FRANCIS E. WALTER,
Chairman, Subcommittee on Immigration of the Committee on the Judiciary, House
 of Representatives, Washington, D.C.

^[1 lead] DEAR MR. WALTER: You have for some time * * *.

U.S. DEPARTMENT OF COMMERCE, WEATHER BUREAU, Washington, March 3, 1958.

HON. CHARLES E. CHAMBERLAIN,
House of Representatives,
Washington, D.C.

DEAR MR. CHAMBERLAIN: We will be glad to
give you any further information desired.

Sincerely yours,

F. W. REICHELDERFER,

Chief of Bureau.

NEW YORK, N.Y., February 10, 1958.

[1 lead]

To: All supervisory employees of production plants, northern and eastern divi-
 sions, New York State.

From: Production manager.

Subject: Regulations concerning vacations, health and welfare plans, and wage
 contract negotiations.

[1 lead]

It has come to our attention that the time * * *.

WASHINGTON, D.C., May 16, 1952.

The Honorable the SECRETARY OF THE NAVY.

[1 lead]

DEAR MR. SECRETARY: This is in response to your letter * * *.

Very sincerely yours,

[SEAL]

HARRY S. TRUMAN.

EAST LANSING, MICH., June 10, 1955.

To Whom It May Concern:

[1 lead]

I have known Kyu Yawp Lee for 7 years and am glad to testify as to his fine
character. He has been employed * * *.

Wishing you success in your difficult and highly important job, we are,

Sincerely yours,

ELWIN J. GLEASON.

MILDRED T. GLEASON.

MARCH 10, 1958.

HON. JAMES O. EASTLAND,
Chairman, Committee on the Judiciary,
U.S. Senate, Washington, D.C.

[1 lead]

DEAR SENATOR: In response to your request for a report relative to * * *.

Sincerely,

J. M. SWING, Commissioner.

VETERANS' ADMINISTRATION,

OFFICE OF THE ADMINISTRATOR OF

VETERANS' AFFAIRS,

Washington, D.C.

HON. JOHN L. McCLELLAN,
Chairman, Committee on Government Operations,
U.S. Senate, Washington, D.C.

[1 lead]

DEAR SENATOR McCLELLAN: Further reference is made to your reply * * *.

Sincerely yours,

JOHN S. PATTERSON,

Deputy Administrator

(For and in the absence of

H. V. Higley, Administrator).

TOKYO, JAPAN, *November 13, 1952.* □

U.S. DEPARTMENT OF JUSTICE,
 IMMIGRATION AND NATURALIZATION SERVICE,
 Detroit, Mich.

[1 lead]

□ GENTLEMEN: This letter will testify to the personal character * * *.

□ □ □ Very truly yours,

Mrs. GRACE C. LOHR, □ □ □ □ □
Inspector General Section, HQ, AFPE, □ □ □ □
APO 343, San Francisco, Calif. □

17.29. The word *seal* appearing with the signature of a notary or of an organized body, such as a company, is indented 1 em from left; if in personal signature, put at right and indent 1 em. Place 1-em quad between seal and signature. The word *seal* is to be set in small caps and bracketed.

□ [SEAL]

RICHARD ROE, □ □ □
Notary Public. □

J. M. WILBER. □ [SEAL] □

BARTLET, ROBINS & Co. □ [SEAL] □

□ Done at the city of Washington this
 16th day of May in the year of our Lord
 nineteen hundred and fifty-two,
 [SEAL] □ and of the independence of the
 United States of America the
 one hundred and seventy-sixth.

HARRY S. TRUMAN. □

□ Done at the city of Washington this 16th day of May in the year of our Lord
 nineteen hundred and fifty-two, and of the independence of the United
 □ [SEAL] □ States of America the one hundred and seventy-sixth.

HARRY S. TRUMAN. □

18. COURTWORK

(See also Capitalization; General Instructions; Italic)

18.1. Courtwork differs in style from other work only as set forth in this section; otherwise the style prescribed in the preceding sections will be followed.

Supreme Court records

18.2. Paragraphs are made of answers in Q. and A. matter.

18.3. The folio number is flush in the same line as the first word of the folio and in a cut-in 3 ems square (unless there are 10 points of white space above or below). Indentions of paragraphs, etc., are in addition to the 3-em cut-in. In hanging indentions of headings the extra indention is carried to the end of the heading. (See p. 232.)

18.4. A cut-in folio is not used opposite a paragraph reading "Endorsement on cover."

18.5. Copy is followed literally, including capitalization (initial capitalization of words), punctuation (including compounding), and obscene language, but not italic.

18.6. Italic letters are used only to indicate errors in spelling (for example, *curely* for *surely*), except in the names of persons and firms, in geographic names, and in foreign words that are not law terms. These and errors in syntax are not corrected. Roman letters are used to indicate errors in words set in italic.

18.7. In typewritten records manifest errors of the typewriter are corrected (for example, if one letter has been struck over another or if a space appears where a letter was obviously intended to be); but if a word is used in the wrong place (for example, *in* for *on*; *boot* for *boat*), it is not changed nor set in italic.

18.8. Words having the sanction of any dictionary are permissible, and the spelling is not changed.

18.9. An apostrophe is used to indicate the omission of one or more letters in a word; but in well-established abbreviations, the period is used instead of an apostrophe.

18.10. Doublets are indicated by italicizing the repeated words or lines.

18.11. A 3-em quad is used to indicate the omission of one or more words.

18.12. The names of vessels are set in roman, quoted.

18.13. The titles of cases are set in roman, including the abbreviation of *versus*.

18.14. The word *The* is capitalized in names of legal cases as follows:

the said The B. & O. RR. Co.
The Sun v. The Globe
The City of Washington v. The B. & O. RR. Co.
the defendant, The Davies County Bank

18.15. Printing Office editorial marks must be erased before the copy is returned to the originating office. Copy preparers should make only necessary marks thereon, and those lightly, with a soft

pencil. Cut-in folios should not be indicated on copy. All instructions are entered on the preparer's instruction sheet. The folio numbers on copy are picked up. Any matter preceding or following an original folio is marked, in pencil, with the jacket number followed by lowercase letters (e.g., J. 12345a, J. 12345b, etc., to the end).

18.16. Preparers must indicate on the instruction sheet such information as 11-point type, solid or leaded, cut-in folios, etc.

18.17. The following abbreviations of the names of reporters are used in citations of U.S. Supreme Court Reports:

<i>Abbreviation</i>	<i>Name</i>
Cr.	Cranch
Dall. or Dal.	Dallas
How.	Howard
Pet.	Peters
U.S.	U.S. Reports
Wall.	Wallace
Wheat.	Wheaton

Briefs, decisions, exhibits, and opinions of other courts

18.18. In general, copy is printed "Fol., incl. caps and punct."

18.19. In opinions of the Court of Claims, the U.S. Court of Appeals for the District of Columbia, and all circuit courts of appeals, copy is followed, including capitalization. Titles of legal cases are italicized.

18.20. Single punctuation is used in citations wherever possible.

18.21. The STYLE MANUAL is followed in testimony in Court of Claims transcripts of evidence.

18.22. The spelling of Indian names is followed in the use of hyphens, accent marks, and spaces.

18.23. Superior letters are not used in abbreviations unless so indicated by the copy preparer.

18.24. Copy is followed as to use of the singular or plural possessive referring to the United States as claimant or claimants, defendant or defendants, etc. However, if conflicting forms are used in copy, they are made uniform, either singular or plural.

claimant's brief or claimants' brief
appellee's exhibits or appellees' exhibits

18.25. When "emphasis supplied," "emphasis added," or "emphasis ours" appears in copy, it should not be changed; but "underscore supplied" should be changed to "italic supplied."

18.26. When *Question* and *Answer* are spelled out in copy, set in separate paragraphs.

18.27. In National Labor Relations Board transcript, the contracted forms *Q.* and *A.* are always used, run in, and the question and its answer are connected by an em dash.

18.28. If questions are numbered and the numbers with periods precede the questions, an en quad is used after the number; otherwise use 5-em space.

18.29. The words *infra* and *supra* are italicized. Copy is followed for the use of italic in Latin legal terms and abbreviations, in addition to italic used for emphasis.

18.30. In the titles of cases the first word and all principal words are capitalized, but not such terms as *defendant* and *appellee*.

18.31. In the titles of cases copy is followed as to use of figures and abbreviations.

18.32. Abbreviations in names of legal cases are to be followed literally in all classes of work.

18.33. The following examples indicate the capitalization, italic, small caps, abbreviations, etc., generally used, except the word *case*, which is set in italic only when so indicated in copy.

Defendant John Smith; *but* the defendant, John Smith.
 The *Legal Tender* cases
 In *Clarke's case*, the court said * * *
 In the case of *Clarke*
Clarke's case (14 How. 14)
 WALLACE, J., delivered the opinion
Brown's case, 14 Hun 14 (N.Y. 1838)
 In *Roe v. Doe*, the court ruled * * *
 In *Ex parte 74*, the court said * * *
 (*Ex parte 74*, 58 I.C.C. 220)
 In the *Fifteen Percent Rate Increase* case, the court decided * * *
 In the case of *Jones* against *Robinson*.
 (A general or casual reference to a case)
 In *Jones v. Robinson*, 122 U.S. 329 (1929)
 In *In re Robinson*, 19 Wall. (18 U.S.) 304 (1910), the Court * * *
John Brown, Jr. v. Edwin Smith Smith & Brown, Inc. v. Commissioner Commissioner, etc. v. Klein Chain Co. Dunham Towing & Wrecking Co. v. Bassett (the *Aksel Monson* case)
United States v. 12 Diamond Rings Tobacco
United States v. Forty Hogsheads of Tobacco
 Stat., Rev. Stat., Stat. L., or R.S., as written
 Bowman Act, 22 Stat. 50 (1939)
 Act of August 5, 1953 (67 Stat. 588; 18 U.S.C. 1162 (or U.S.C., title 18, sec. 1162))
 Act of August 5, 1882, Supp. Rev. Stat. sec. [or §] 284; Rev. Stat. sec. [or §] 15

Public Law 250, 84th Cong., 2d sess. (67 Stat. 623)
 Public Law 85-143, Aug. 14, 1957
 30 U.S.C., 1952 ed., Supp. II, sec. 184 (C.A.D.C. 1941) [Appeals, Dist. of Columbia]
 (D.D.C. 1955) [District Court, Dist. of Columbia]
 164 Fed. 205 (N.D. W. Va. 1949)
 117 F. Supp. 463 (N.D. Del. 1949)
 9 Pac. 735 (Mont. 1935)
 9 P. 2d 1095 (Wash. 1932)
 44 Atl. 317 (Del. 1899)
 37 A. 2d 10 (Del. 1944)
 259 S.W. 57 (Mo. 1957)
 14 Fed. Cas. 143, No. 7621 (C.C.N.D. Ill. 1876)
 34 Comp. Gen. 230 (1954)
 132 Ct. Cl. 645 (1955)
 43 CFR 192.14 [Code of Federal Regulations]
 43 CFR, 1940 ed., 192.14
 43 CFR, 1940 ed., Cum. Supp., 19.14
 21 F.R. 623 [Federal Register]
United States v. Eller, 114 F. Supp. 284 (N.D.N.C.), *rev'd* 208 F. (2d) (or (2) (*but* do not supply parentheses on "2d" if not in copy)) 716 (4th Cir. 1953), *cert. denied*, 347 U.S. 934 (1954)
United States ex rel. Smith v. Jones
In the Matter of Jones
 8 Wigmore, *Evidence* § 2195 (3d ed. 1940)
Cf. Thomas v. Jones, supra
Smith et al. v. Jones, infra

18.34. In citations of single lines, the period is inserted at the end of each line.

18.35. If citations are run in, semicolons are used.

18.36. The following forms show punctuation and spacing required:

1. X Q.	4. R. X Q.	24. Q.	46th. Cross-int.
X Ques. 1.	Re X Q. 1.	24. Question.	46. Cross-int.
1. Add. direct.	R. X Int. 1.	X Q. 1.	46. Cross-ques.
2. R.D.Q.	24. X Int.	24. Int.	46. C. Int.
3. R.R.D.Q.	X Int. 1.	5 Re X Q.	46th. C. Int.
3. Re D.Q.	X 20.	Re-R. X Q. 5.	Answer to cross-int. 1.
2. Re-R.D.Q.	24. X.	24th. Cross-ques.	Question 1.

18.37. When spelled out, use the following forms:

cross-examination	redirect examination
cross-interrogatory	re-redirect examination
re-cross-examination	

18.38. Use brackets to enclose words interpolated by stenographer into or at the end of remarks of a witness.

18.39. Use parentheses for parenthetical phrases or sentences; also to enclose interpolated words following name, *Question* or *Answer*, or *Q.* or *A.*

18.40. If the entire sentence is in parentheses or brackets, the punctuation should be within the parentheses or brackets.

18.41. The following examples illustrate the use of brackets, parentheses, other punctuation, and spacing:

At end of sentence: [Laughter.]; within sentence: [laughter]

The paper was as follows [reads]:

I do not know. [Continues reading:]

The CHAIRMAN (to Mr. Smith).

Mr. KELLEY (to the chairman).

SEVERAL VOICES. Order!

The WITNESS. He did it that way [indicating].

[2 leads]

□ □ □ By the COMMISSIONER:

[1 lead]

Q. Do you know these men [handing witness a list]?

(Objected to.)

A. [After examining list.] Yes; I do.

Q. Did you see—A. No, sir.

Q. [Interrupting.] But why?—A. I really cannot say.

Q. What did you say?—A. It was the *City of Para*.

Q. The *City of* what? Did you say *Paris*?—A. No; I said *City*—

Q. Well, *Paris* or *Para*; it does not matter.

Question [continuing].

Answer [reads].

[2 leads]

□ □ □ By Mr. SMITH:

[1 lead]

18.42. In text, a parenthetical citation at the end of a sentence is included within the sentence unless it forms a sentence in itself or unless copy is specifically marked otherwise; but if a sentence contains more than one parenthetical reference, the one at the end is placed before the period.

This statement is made by the defendant. (See exhibit 1.)

This statement is made in the claimant's brief (p. 65).

This statement is made by the defendant (exhibit 1), but its accuracy is open to doubt (see exhibit 29).

That case has *not* been decided. [Italic ours.]

18.43. Only one cut-in is used in courtwork. Text matter that is an excerpt from law or a citation of language used as an argument and not a part of the brief proper is indented 3 ems. Other matter that follows a colon is either quoted or separated from preceding indented matter by 3 leads.

18.44. Footnote matter following a colon does not indent. It is quoted and set full measure.

18.45. All footnotes in 12-point briefs are set 10-point lead, and extracts in footnotes are set full measure and are quoted.

18.46. The following differences in capitalization and in the use of quotation marks should be noted:

The said paper was marked "Defendant's Exhibit No. 4" (exact title).

The defendant's exhibit No. 4 was thereupon placed on file.

18.47. The following capitalization is followed in all courtwork:

Circuit Court	Court of Appeals	John Smith, U.S. marshal
Circuit Court for the Southern District	Court of Customs and Patent Appeals	for the Northern District Southern District
Circuit Court of the United States for the Southern District of New York	Court of Claims District Court	Sixth Circuit Superior Court
County Court	Emergency Court of Appeals	Supreme Bench Tax Court

18.48. Unless otherwise indicated, covers and captions in briefs are single lead at all times. Signatures are also single lead, even in briefs set double lead.

[Cover for briefs]

No. 738

In the Supreme Court of the United States

OCTOBER TERM, 1938

BIG LAKE OIL COMPANY, PETITIONER

[3 leads]

v.

[3 leads]

D. B. HEINER, COLLECTOR OF INTERNAL REVENUE FOR THE
TWENTY-THIRD DISTRICT OF PENNSYLVANIA

*ON PETITION FOR WRIT OF CERTIORARI TO THE UNITED STATES
CIRCUIT COURT OF APPEALS FOR THE THIRD CIRCUIT*

BRIEF FOR THE RESPONDENT IN OPPOSITION

[Caption for briefs]

In the Supreme Court of the United States

OCTOBER TERM, 1938

No. 738

BIG LAKE OIL COMPANY, PETITIONER

v.

D. B. HEINER, COLLECTOR OF INTERNAL REVENUE FOR THE
TWENTY-THIRD DISTRICT OF PENNSYLVANIA

*ON PETITION FOR WRIT OF CERTIORARI TO THE UNITED STATES
CIRCUIT COURT OF APPEALS FOR THE THIRD CIRCUIT*

BRIEF FOR THE RESPONDENT IN OPPOSITION

[Cover for Circuit Court briefs]

No. 11266

**In the¹ United States Court of Appeals
for the¹ Sixth Circuit**

[Case number is carried at this point in captions over text]

NATIONAL LABOR RELATIONS BOARD, PETITIONER

v.

S. H. KRESS & COMPANY, RESPONDENT

*ON PETITION FOR ENFORCEMENT OF AN ORDER OF THE
NATIONAL LABOR RELATIONS BOARD²*

BRIEF FOR THE NATIONAL LABOR RELATIONS BOARD³

GEORGE J. BOTT,⁴

General Counsel,

SAMUEL M. SINGER,

ROBERT G. JOHNSON,

Attorneys,

National Labor Relations Board.

To be argued by:

MARCEL MALLET-PREVOST,

Attorney.⁵

¹ "In the" and "for the" are not used in briefs for the Tenth Circuit, except for Tax Division briefs, in which these words are to be supplied. They are also to be supplied in briefs for all other circuit courts.

² In briefs for Second Circuit, set in 10-point italic.

³ In briefs for Second Circuit, set in case 132 if 1 line and in case 212 to avoid 2 lines.

⁴ In briefs for Second Circuit, set name in 12-point caps and small caps and title in italic.

⁵ In Second Circuit briefs, set in 12-point.

NOTES

1. Unless otherwise specified (see note 4), all courtwork is set 25 picas wide, 12-point double leaded, except briefs (including cover) which may be set 11-point single leaded to avoid excess length. Transcripts are set 11-point single leaded, including cover.

2. Indexes for 12-point briefs are set 10-point single leaded; 11-point briefs, 8-point leaded.

3. Footnotes for 12-point briefs are set in 10-point; 11-point briefs, 8-point footnotes.

4. Tenth Circuit briefs are set 30 picas wide.

5. Tables are set 6-point leaded, with 6-point solid boxheads.

[Cover for briefs]

No. 49112

In the United States Court of Claims

OTIS THORNTON, INDIVIDUALLY, AND OTIS THORNTON
AS THE SURVIVING MEMBER OF AND IN BEHALF OF
BOSWELL-KAHN-THORNTON COMMISSION CO. AND
KAHN AND THORNTON COMMISSION CO., PLAINTIFF

v.

UNITED STATES OF AMERICA, DEFENDANT

BRIEF FOR THE UNITED STATES

HOLMES BALDRIDGE,

Assistant Attorney General.

ANDREW D. SHARPE,

ELLIS N. SLACK,

Special Assistants to the Attorney General.

JOHN A. REES,

Attorney.

BREAKDOWN OF DISPLAY HEADS IN BRIEFS

Supreme Court

CASE 2 CAPS

I

12-POINT SMALL CAPS

10-POINT SMALL CAPS

10-point lowercase italic

10-point lowercase

12-point lowercase italic (run-in sidehead)

Circuit courts

CASE 2 CAPS

I. Case 131 lowercase

A. Case 130 lowercase

1. *Case 130 lowercase italic* (with roman figure "1")

a. *12-point lowercase italic* (centered or run-in sidehead)

12-point lowercase (centered or run-in sidehead)

[Cover for briefs]

BRIEF FOR RESPONDENT

United States Court of Appeals

FOR THE DISTRICT OF COLUMBIA CIRCUIT

No. 10530

IDAHO POWER COMPANY, PETITIONER

v.

FEDERAL POWER COMMISSION, RESPONDENT

ON PETITION TO REVIEW ORDERS OF THE FEDERAL POWER
COMMISSION

BRADFORD ROSS,

General Counsel.

WILLARD W. GATCHELL,

Assistant General Counsel.

JOHN C. MASON,

*Attorney,**Counsel for Respondent,**Federal Power Commission, Washington, D.C.*

EXAMPLES OF CUT-IN AND RUN-IN FOLIOS

11 In Supreme Court of District of Columbia

be considered, in justice and equity as a loss sustained by the corpo-
ration in producing or in preparing to produce pyrites.25 The respondent says that the Secretary of the Interior did hear,
consider, and determine that question, and that he found as a
matter of fact that the Pratts were entitled to receive the * * *.[224]LONNIE SMETHERS (Board witness).

[225] DIRECT EXAMINATION

[107]By Mr. SMITH:[126]Q. Did you ever see Mr. Dougherty or Mr. Gullion come out?Q. Then, it is your testimony, is it, that the time you got up, and the
machinery was shut down?—[109] A. Yes, sir.Q. Yes; tell us about it?—A. We started out with a certain number, I
believe it was 12 packers * * * Gullion would [127] hire them * * *.he had been doing in the past, and that was about where that con-
versa-[204]tion was left; and so far as the office employees are * * *.

[Cover for briefs]

In the United States Court of Customs and Patent Appeals

PATENT APPEAL NO. 5648

In re Harker H. Hittson—Improvement in Road
Grader

BRIEF FOR THE COMMISSIONER OF PATENTS

W. W. COCHRAN,
Solicitor, United States Patent Office.

E. L. REYNOLDS,
Of Counsel.

[Supreme Court decisions]

SUPREME COURT OF THE UNITED STATES

No. 295.—OCTOBER TERM, 1950.

Colonel Henry S. Robertson, President, Army Review Board, Petitioner, <p style="text-align: center;"><i>v.</i></p> Robert H. Chambers.	}	On Writ of Certiorari to the United States Court of Appeals for the District of Colum- bia Circuit.
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[April 9, 1951.]

MR. JUSTICE DOUGLAS delivered the opinion of the Court.

Respondent, a former captain in the Army, was honorably discharged for physical disability and without retirement pay, as the result of a decision by an Army Retiring

[Court of Claims—Reports¹]

In the United States Court of Claims

No. 43408

(Filed _____)

JAMES C. R. SCHWENCK v. THE UNITED STATES

REPORT OF COMMISSIONER

To the honorable the CHIEF JUDGE AND ASSOCIATE JUDGES
OF THE UNITED STATES COURT OF CLAIMS :

Pursuant to the order of reference in the above-entitled case the undersigned commissioner herewith makes the following report of his findings of fact :

1. During the times involved herein plaintiff held the rank of captain, United States Army.

[Supreme Court—Transcripts of record]

SUPREME COURT OF THE UNITED STATES

OCTOBER TERM, 1938

No. 439

JAMES C. DAVIS, DIRECTOR GENERAL OF RAILROADS,
AND AGENT UNDER SECTION 206 OF TRANSPORTA-
TION ACT OF 1920, PETITIONER

vs.

MRS. MAUDE E. GREEN, ADMINISTRATRIX OF THE
ESTATE OF JESSE GREEN, DECEASED

ON PETITION FOR WRIT OF CERTIORARI TO THE SUPREME
COURT OF THE STATE OF MISSISSIPPI

INDEX

[Set index in 8-point leaded]

¹ Decisions follow same general style.

[Opinions—U.S. Court of Appeals for the District of Columbia]

United States Court of Appeals

[3 leads]
FOR THE DISTRICT OF COLUMBIA CIRCUIT

No. 6430

ROBERT N. HARPER, APPELLANT

[3 leads]

v.

[3 leads]

AUGUSTUS P. CRENSHAW, JR., AND JO V. MORGAN, AS ADMINISTRATORS OF THE ESTATE OF AUGUSTUS P. CRENSHAW, DECEASED; GEORGE W. LIPSCOMB; ET AL.

Appeal from the United States District Court for the District of Columbia

Argued October 16, 1937—Decided January 20, 1938

William C. Sullivan, of Washington, D.C., for appellant.

George C. Gertman, Roger J. Whiteford, Arthur P. Drury, Hugh Hay O' Bear, James O'D. Moran, A. Coulter Wells, W. N. Tobriner, Leon Tobriner, Selig C. Brez, Benjamin S. Minor, and H. Prescott Gatley, all of Washington, D.C., for appellees.

Before MARTIN, Chief Justice, and ROBB, VAN ORSDEL, GRONER, and STEPHENS, Associate Justices ¹

MARTIN, *Chief Justice*: This appeal is taken from an order and decree of the lower court sustaining a motion to dismiss the bill of complaint filed in that court by the appellant as plaintiff against the various appellees as defendants.

In the bill the plaintiff, Harper, alleges in substance that * * *

* * * * *

Reversed and remanded.

A true copy.

Test: ²

[2 slugs]
Clerk, U.S. Court of Appeals
for the District of Columbia.

¹ C.J. and J.J. when in copy.

² As in copy.

NOTE.—Headings will be prepared in accordance with this sample, and copy of opinion proper will be followed literally, but titles of cases will be italicized, using roman "v." for *versus*. Quotations, which in the copy are indented, will be set in 8 point, full measure, enclosed in quotation marks if so in copy. Do not cut or mutilate copy in any way.

[Opinions—Circuit Courts of Appeals, all circuits]

UNITED STATES COURT OF APPEALS FOR THE¹ FOURTH
CIRCUIT

No. 3747

THE UNITED STATES OF AMERICA, APPELLANT

[3 leads]

v.

[3 leads]

LOUISE EARWOOD, AS GUARDIAN OF THOMAS CALEB EARWOOD AND
MAE EARWOOD, APPELLEESAppeal from the District Court of the United States for the Southern
District of West Virginia, at Huntington. At lawArgued January 14, 1938—Decided April 2, 1938²March 22, 1938²Before NORTHCOTT and SOPER, Circuit Judges, and GLENN, District
Judge*Mr. W. N. Ivie*, U.S. Attorney (*Mr. Cleveland Cabler*, Regional
Attorney, Veterans' Bureau, and *Mr. G. T. Sullis*, Assistant U.S.
Attorney, were with him on the brief), for appellant.*Mr. W. R. Donham* and *Mr. W. W. Shepherd* filed brief for appellees.*Opinion of the court*³NORTHCOTT, *Circuit Judge*: This is an action at law brought in the
District Court of the United States for the Southern District of West

* * * * *

The judgment is reversed and the cause is remanded for further
and not inconsistent proceedings.*Affirmed.*

A true copy.

Teste: ²[Two slugs]
*Clerk of the U.S. Circuit Court of
Appeals for the Fourth Circuit.*¹ Supply "for the" when not in copy.² AS in copy.³ Do not supply if not in copy.

19. USEFUL TABLES

GEOLOGIC TERMS

[With suggestions by U.S. Geological Survey]

For the capitalization, compounding, and use of quotations in geologic terms, copy is to be followed. The examples listed below illustrate common usage. "Coal Measures" has been used to indicate those strata of the Carboniferous systems which contain coal, and if the term is used in a common-noun sense, it is not capitalized or quoted. The term *red beds* has been used to designate certain rocks of mixed lithologic character that are predominantly red; as a unit modifier the use should be *red-bed*. The adjectives upper, middle, and lower are capitalized only as indicated in the list (Upper Devonian, lower Tertiary) and where capitalized in quotations ("The Lower Tertiary rocks are thick"). Such common nouns as formation, member, group, system, series, arch, anticline, syncline, dome, uplift, basin, terrace, and moraine are not capitalized even if preceded by a name: Morrison formation, Cincinnati arch, Cedar Creek anticline, Ozark uplift, Michigan basin, Jeddito terrace, Shelbyville moraine, etc.

Atoka	glacial:	Missouri	Pliocene:
Cambrian:	interglacial	Morrow	lower
Lower	postglacial	Ochoa	middle
Middle	preglacial	Oligocene:	upper
Upper	Guadalupe	lower	Precambrian
Carboniferous	Jurassic:	middle	Proterozoic
systems	Lower	upper	Quaternary
Cenozoic	Middle	Ordovician:	red beds
Chester	Upper	Lower	Recent
"Coal Measures"	Kinderhook	Middle	Silurian
Cretaceous:	Leonard	Upper	Lower
Lower	Meramec	Osage	Middle
Upper	Mesozoic:	Paleocene	Upper
Des Moines	pre-Mesozoic	Paleozoic	Tertiary
Devonian:	post-Mesozoic	Pennsylvanian:	Triassic:
Lower	Miocene:	Lower	Lower
Middle	lower	Middle	Middle
Upper	middle	Upper	Upper
Eocene:	upper	Mississippian:	Permian
lower	Mississippian:	Lower	Pleistocene
middle	Lower		
upper	Upper		

PHYSIOGRAPHIC TERMS

[With suggestions by U.S. Geological Survey]

The following list of physical divisions of the United States has been approved by the Association of American Geographers and should be used as a guide to capitalization. The general terms *province* and *section*, used in the common-noun sense, are not capitalized; the other terms are proper names and are therefore capitalized.

PHYSICAL DIVISIONS OF THE UNITED STATES

Major division	Province	Section
Laurentian Upland.....	Superior Upland.....	Embayed section. Sea Island section. Floridian section. East Gulf Coastal Plain. Mississippi Alluvial Plain. West Gulf Coastal Plain.
Atlantic Plain.....	Continental Shelf.....	
	Coastal Plain.....	

PHYSICAL DIVISIONS OF THE UNITED STATES—Continued

Major division	Province	Section	
Appalachian Highlands.....	Piedmont province.....	Piedmont Upland. Piedmont Lowland.	
	Blue Ridge province.....	Northern section. Southern section.	
	Valley and Ridge province.....	Tennessee section. Middle section. Hudson Valley.	
	St. Lawrence Valley.....	Champlain section. Northern section.	
	Appalachian Plateaus.....		Mohawk section. Catskill section. Southern New York section.
			Allegheny Mountain section. Kanawha section. Cumberland Plateau.
			Cumberland Mountain section. Seaboard Lowland. New England Upland.
		White Mountain section. Green Mountain section. Taconic section.	
	Interior Plains.....	Adirondack province.....	
		Interior Low Plateaus.....	Highland Rim. Lexington Plain. Nashville Basin.
Central Lowland.....			Eastern lake section. Western lake section. Wisconsin Driftless section. Till Plains. Dissected Till Plains.
		Great Plains.....	Osage Plains. Missouri Plateau, glaciated. Missouri Plateau, unglaciated. Black Hills. High Plains. Plains Border. Colorado Piedmont. Raton section. Pecos Valley. Edwards Plateau. Central Texas section.
		Springfield-Salem plateaus. Boston "Mountains." Arkansas Valley. Ouachita Mountains.	
Interior Highlands.....	Ozark Plateaus.....		
	Ouachita province.....		
Rocky Mountain System.....	Southern Rocky Mountains.....		
	Wyoming Basin.....		
Intermontane Plateaus.....	Middle Rocky Mountains.....		
	Northern Rocky Mountains.....		
Pacific Mountain System.....	Columbia Plateaus.....	Walla Walla Plateau. Blue Mountain section. Payette section. Snake River Plain. Harney section. High Plateaus of Utah. Uinta Basin. Canyon Lands. Navajo section. Grand Canyon section. Datil section.	
	Colorado Plateaus.....		
	Basin and Range province.....	Great Basin. Sonoran Desert. Salton Trough. Mexican Highland. Sacramento section.	
	Sierra-Cascade Mountains.....		Northern Cascade Mountains. Middle Cascade Mountains. Southern Cascade Mountains. Sierra Nevada.
		Pacific Border province.....	Puget Trough. Olympic Mountains. Oregon Coast Range. Klamath Mountains. California Trough. California Coast Ranges. Los Angeles Ranges.
	Lower Californian province.....		

PRINCIPAL AND GUIDE MERIDIANS AND BASE LINES OF THE UNITED STATES

First, second, etc., standard parallel.	Judith guide meridian. (Mont.)
First, second, etc., guide meridian.	Kanab guide meridian. (Utah.)
First, second, etc., principal meridian.	Kolob guide meridian. (Utah.)
Auxiliary (first, second, etc.) meridian.	Little Porcupine guide meridian. (Mont.)
Ashley guide meridian. (Utah.)	Louisiana meridian. (La.)
Beaverhead guide meridian. (Mont.)	Maginnis guide meridian. (Mont.)
Belt Mountain guide meridian. (Mont.)	Michigan meridian. (Mich.-Ohio.)
Big Hole guide meridian. (Mont.)	Mount Diablo base line. (Calif.-Nev.)
Bitterroot guide meridian. (Mont.)	Mount Diablo meridian. (Calif.-Nev.)
Black Hills base line. (S. Dak.)	Musselshell guide meridian. (Mont.)
Black Hills guide meridian. (S. Dak.)	Navajo base line. (Ariz.-N. Mex.)
Boise meridian. (Idaho.)	Navajo meridian. (Ariz.-N. Mex.)
Boulder guide meridian. (Mont.)	New Mexico guide meridian. (N. Mex.-Colo.)
Browning guide meridian. (Mont.)	New Mexico principal meridian. (N. Mex.-Colo.)
Buffalo Creek guide meridian. (Mont.)	Panguitch guide meridian. (Utah.)
Carson River guide meridian. (Nev.)	Passamari guide meridian. (Mont.)
Castle Valley guide meridian. (Utah.)	Pine Valley guide meridian. (Utah.)
Chickasaw meridian. (Miss.)	Principal meridian. (Mont.)
Choctaw base line. (Miss.)	Red Rock guide meridian. (Mont.)
Choctaw meridian. (Miss.)	Reese River guide meridian. (Nev.)
Cimarron meridian. (Okla.)	Ruby Valley guide meridian. (Nev.)
Colorado guide meridian. (Utah.)	St. Helena meridian. (La.)
Columbia guide meridian. (Wash.)	St. Stephens base line. (Ala.-Miss.)
Colville guide meridian. (Wash.)	St. Stephens meridian. (Ala.-Miss.)
Copper River meridian. (Alaska.)	Salt Lake meridian. (Utah.)
Coulson guide meridian. (Mont.)	San Bernardino base line. (Calif.)
Deer Lodge guide meridian. (Mont.)	San Bernardino meridian. (Calif.)
Deschutes meridian. (Oreg.)	Sevier Lake guide meridian. (Utah.)
Emery Valley guide meridian. (Utah.)	Seward meridian. (Alaska.)
Fairbanks meridian. (Alaska.)	Shields River guide meridian. (Mont.)
Flathead guide meridian. (Mont.)	Smith River guide meridian. (Mont.)
Fort Belknap guide meridian. (Mont.)	Snake Valley guide meridian. (Utah.)
Fremont Valley guide meridian. (Utah.)	Square Butte guide meridian. (Mont.)
Gila and Salt River meridian. (Ariz.)	Sweet Grass guide meridian. (Mont.)
Grand River guide meridian. (Utah.)	Tallahassee meridian. (Fla.)
Grande Ronde guide meridian. (Oreg.)	Teton guide meridian. (Mont.)
Green River guide meridian. (Utah.)	Uinta special meridian. (Utah.)
Haystack Butte guide meridian. (Mont.)	Ute principal meridian. (Colo.)
Helena guide meridian. (Mont.)	Valley Creek guide meridian. (Mont.)
Henry Mountain guide meridian. (Utah.)	Wah Wah guide meridian. (Utah.)
Horse Plains guide meridian. (Mont.)	Washington meridian. (Miss.)
Humboldt meridian. (Calif.)	Willamette meridian. (Oreg.-Wash.)
Humboldt River guide meridian. (Nev.)	Willow Springs guide meridian. (Utah.)
Huntsville meridian. (Ala.-Miss.)	Wind River meridian. (Wyo.)
Indian meridian. (Okla.)	Yantic guide meridian. (Mont.)
Jefferson guide meridian. (Mont.)	Yellowstone guide meridian. (Mont.)

PRINCIPAL FOREIGN COUNTRIES, TITLES OF HEADS OF STATE, NAMES OF LEGISLATIVE BODIES, ETC.

[With suggestions by the Department of State and the Board on Geographic Names]

Country	Head of State	Legislative body	Form of government	Capital
Afghanistan.....	King (Shah)....	Parliament: Senate, National Assembly.	Kingdom...	Kâbul.
Albania.....	President of Presidium of People's Assembly.	People's Assembly (unicameral).	People's Republic of Albania.	Tirana (Tiranë).
Argentina.....	President.....	Congress: Senate, Chamber of Deputies.	...do.....	Buenos Aires.
Australia.....	Queen (represented by Governor General).	Federal Parliament: Senate, House of Representatives.	Commonwealth.	Canberra.
Austria.....	President.....	Parliament: Federal Council (Bundesrat), National Council (Nationalrat).	Federal Republic.	Vienna (Wien).
Belgium.....	King.....	Parliament: Senate, Chamber of Representatives.	Kingdom...	Brussels (Bruxelles, Brussel).
Bolivia.....	President.....	National Congress: Chamber of Senators, Chamber of Deputies.	Republic...	Sucre, capital; La Paz, seat of government.
Brazil.....	do.....	National Congress: Federal Senate, Chamber of Deputies.	...do.....	Rio de Janeiro (Brasília, new capital in 1960).
British Commonwealth of Nations. ¹				
Bulgaria.....	President of Presidium of National Assembly.	National Assembly (unicameral).	People's Republic of Bulgaria.	Sofia (Sofiya).
Burma.....	President.....	Parliament.....	Union.....	Rangoon.
Cambodia.....	King and Queen jointly.	Parliament consisting of National Assembly and Council of Kingdom.	Kingdom...	Phnom Penh.
Canada.....	Queen (represented by Governor General):	Parliament: Senate, House of Commons.	Dominion...	Ottawa.
Ceylon.....	do.....	Parliament: Senate, House of Representatives.	...do.....	Colombo.
Chile.....	President.....	National Congress: Senate, Chamber of Deputies.	Republic...	Santiago.
China.....	do.....	Legislative Yuan (Legislative Assembly).	...do.....	Taipei (conventional), T'ai-pel (Chinese), Taiwan (Formosa), seat of government.
Colombia.....	do.....	Congress: Senate, Chamber of Representatives.	...do.....	Bogotá.
Costa Rica.....	do.....	Legislative Assembly (unicameral).	...do.....	San José.
Cuba.....	do.....	Congress: Senate, Chamber of Representatives.	...do.....	Havana (La Habana).
Czechoslovakia.....	do.....	National Assembly (unicameral).	...do.....	Prague (Prahá).
Denmark.....	King.....	Parliament (Folketinget) (unicameral).	Kingdom...	Copenhagen (København).
Dominican Republic.	President.....	Congress: Senate, Chamber of Deputies.	Republic...	Ciudad Trujillo.
Ecuador.....	do.....	National Congress: Senate, Chamber of Deputies.	...do.....	Quito.
Egypt. (See United Arab Republic.)				
Éire. (See Ireland.)				
El Salvador.....	President.....	Legislative Assembly (unicameral).	Republic...	San Salvador.
Estonia ²	do.....	do.....	...do.....	Tallinn.
Ethiopia.....	Emperor.....	Parliament: Senate, Chamber of Deputies.	Empire.....	Addis Ababa (Addis Ababâ).
Finland.....	President.....	Diet (Eduskunta) (unicameral).	Republic...	Helsinki (Helsingfors).
France.....	do.....	Parliament: Council of Republic, National Assembly.	...do.....	Paris.
Germany ³	do.....	Parliament: Federal Assembly (Bundestag), Federal Council (Bundesrat).	Federal Republic.	Bonn.
Ghana.....	Queen (represented by Governor General).	National Assembly (unicameral).	State.....	Accra.

See footnotes at end of table.

PRINCIPAL FOREIGN COUNTRIES, TITLES OF HEADS OF STATE, NAMES OF LEGISLATIVE BODIES, ETC.—Continued

Country	Head of State	Legislative body	Form of government	Capital
Great Britain and Northern Ireland, United Kingdom of.	Queen.....	Parliament: House of Lords, House of Commons.	United Kingdom.	London.
Greece.....	King.....	Chamber of Deputies (Vouli) (unicameral).	Kingdom...	Athens (Athína).
Guatemala.....	President.....	Congress (unicameral).....	Republic.....	Guatemala City (Guatemala). Port-au-Prince.
Haiti.....	do.....	National Assembly: Senate, Chamber of Deputies.	do.....	Tegucigalpa.
Honduras.....	do.....	Congress of Deputies (unicameral).	do.....	Budapest.
Hungary.....	President of Presidential Council.	National Assembly (unicameral).	People's Republic of Hungary.	Budapest.
Iceland.....	President.....	Parliament (Althing): Upper Chamber, Lower Chamber.	Republic.....	Reykjavík.
India.....	do.....	Parliament: Council of States (Rajya Sabha); House of the People (Lok Sabha).	do.....	New Delhi.
Indonesia.....	do.....	Parliament.....	do.....	Djakarta.
Iran.....	King (Shah in Shah).	Parliament: Senate; National Consultative Assembly (Majlis).	Kingdom.....	Teheran (Tehrán).
Iraq.....	President of the Council of State.	Parliament: Senate, Chamber of Deputies.	Republic.....	Baghdad (Baghdád).
Ireland.....	do.....	Parliament: Senate, House of Representatives.	Republic.....	Dublin.
Israel.....	do.....	Parliament (Knesset) (unicameral).	State.....	Jerusalem (de facto).
Italy.....	do.....	Parliament: Senate, Chamber of Deputies.	Republic.....	Rome (Roma).
Japan.....	Emperor.....	Diet: House of Councillors, House of Representatives.	Empire.....	Tokyo (Tōkyō).
Jordan.....	King.....	Parliament: Senate, Chamber of Deputies.	Kingdom.....	'Ammān.
Korea.....	President.....	National Assembly (unicameral).	Republic.....	Seoul (Sōul).
Laos.....	King.....	National Assembly.....	Constitutional Parliamentary Monarchy.	Vientiane.
Latvia ³	do.....	do.....	Republic.....	Riga (Rīga).
Lebanon.....	President.....	Chamber of Deputies (unicameral).	do.....	Beirut (Bayrūt).
Liberia.....	do.....	Congress: Senate, House of Representatives.	do.....	Monrovia.
Libya.....	King.....	Senate, Chamber of Deputies.	Kingdom.....	Tripoli and Benghazi.
Liechtenstein.....	Prince.....	Diet (unicameral).....	Principality.....	Vaduz.
Lithuania ²	do.....	do.....	Republic.....	Kaunas.
Luxembourg.....	Grand Duchess.	Chamber of Deputies (unicameral).	Grand Duchy.	Luxembourg.
Malaya, Federation of.	Paramount Ruler.	Federal Legislative Council (unicameral).	Federation.....	Kuala Lumpur.
Mexico.....	President.....	General Congress: Chamber of Senators, Chamber of Deputies.	Republic.....	Mexico City (Ciudad de México).
Monaco.....	Prince.....	Council of State (unicameral).	Principality.....	Monaco.
Morocco.....	King.....	Monarchy, with Consultative Assembly.	Kingdom.....	Rabat, capital and residence of King.
Muscat and Oman.....	do.....	Absolute monarchy.....	do.....	Muscat (Masqaf).
Nepal.....	do.....	Cabinet (none in office at present). (Elections to legislative body scheduled for February 1959.)	do.....	Kātmāndu.
Netherlands.....	Queen.....	States-General: First Chamber, Second Chamber.	do.....	Amsterdam, capital; The Hague ('s Gravenhage), seat of government.
New Zealand.....	Queen (represented by Governor General).	Parliament: House of Representatives (unicameral).	Dominion.....	Wellington.
Nicaragua.....	President.....	Congress: Chamber of Senators, Chamber of Deputies.	Republic.....	Managua.
Norway.....	King.....	Parliament (Storting): Lagting, Odelsting. ⁴	Kingdom.....	Oslo.
Pakistan.....	President.....	Parliament: National Assembly (unicameral).	Republic.....	Karāchl.
Panama.....	do.....	National Assembly (unicameral).	do.....	Panamá.

See footnotes at end of table.

PRINCIPAL FOREIGN COUNTRIES, TITLES OF HEADS OF STATE, NAMES OF LEGISLATIVE BODIES, ETC.—Continued

Country	Head of State	Legislative body	Form of government	Capital
Paraguay.....	President.....	House of Representatives (unicameral).	Republic....	Asunción.
Peru.....do.....	Congress: Senate, Chamber of Deputies.do.....	Lima.
Philippines.....do.....	Congress: Senate, House of Representatives.do.....	Manila (Quezon City, future new capital).
Poland.....	Chairman of Council of State.	Diet (Sejm) (unicameral).....	People's Republic of Poland.	Warsaw (Warszawa).
Portugal.....	President.....	National Assembly (unicameral).	Republic....	Lisbon (Lisboa).
Rumania.....	President of Presidium of Grand National Assembly.	Grand National Assembly (unicameral).	People's Republic of Rumania.	Bucharest (București).
Salvador. (See El Salvador.)	Regents (2).....	Grand Council (unicameral).	Republic....	San Marino.
San Marino.....	King.....	Monarchy with Council of Ministers.	Kingdom....	Riyadh (Ar Riyāḍ) capital and King's residence; Jidda (Juddah), diplomatic center.
Saudi Arabia.....				
South Africa, Union of.	Queen (represented by Governor General).	Parliament: Senate, House of Assembly.	Union.....	Pretoria, capital and seat of administration; Cape Town, seat of legislature.
Spain ⁵	Chief of State.....	Cortes (unicameral).....	Kingdom....	Madrid.
Sudan.....	Supreme Commission (in transitional period).	Senate, House of Representatives.	Republic....	Khartoum.
Sweden.....	King.....	Parliament (Riksdag): First Chamber, Second Chamber.	Kingdom....	Stockholm.
Switzerland.....	President.....	Federal Assembly (Bundesversammlung): Council of States (Ständerat), National Council (Nationalrat).	Confederation.	Bern.
Syria. (See United Arab Republic.)				
Thailand (official) (Siam).	King.....	National Assembly.....	Constitutional Monarchy.	Bangkok (Krung Thep).
Transjordan. (See Jordan.)				
Tunisia.....	President.....	Constituent Assembly (Constitution not yet adopted).	Republic....	Tunis.
Turkey.....do.....	Grand National Assembly (unicameral).do.....	Ankara.
Union of Soviet Socialist Republics.	Chairman of Presidium of Supreme Soviet.	Supreme Soviet: Soviet of the Union, Soviet of Nationalities.	Republican Union.	Moscow (Moskva).
United Arab Republic. ⁶	President.....	National Assembly (unicameral).	Republic....	Cairo (Al Qāhira).
Uruguay.....	President of National Council.	General Assembly: Senate, Chamber of Representatives.do.....	Montevideo.
Venezuela.....	President.....	National Congress: Chamber of Senators, Chamber of Deputies.do.....	Caracas.
Vietnam.....do.....	National Legislative Assembly.do.....	Saigon.
Yemen.....	King (Imam).....	Absolute monarchy.....	Kingdom....	San'ā.
Yugoslavia.....	President.....	Federal People's Assembly; Federal Council, Council of Producers.	Federal People's Republic.	Belgrade (Beograd).

¹ See separate entries: United Kingdom of Great Britain and Northern Ireland, Australia, Canada, Ceylon, Federation of Malaya, Ghana, India, New Zealand, Pakistan, and Union of South Africa.

² The United States has not recognized the Soviet regime in Estonia, Latvia, and Lithuania.

³ Germany, comprising the areas of the 4 zones of occupation, Berlin, and the areas provisionally administered. In this table, the items in the entry for Germany apply to the Federal Republic of Germany, the government established in Western Germany. This government achieved sovereignty on May 5, 1955, under the terms of the Paris treaties, and now only matters dealing with Berlin and Germany as a whole remain under Western Allied control. The government for Berlin functions in the American, British, and French sectors of occupation of Berlin, under authority of the Allied Kommandatura. The Eastern Zone of occupation of Germany and a sector of Berlin are occupied by the Soviet Union. Certain areas of Germany are provisionally under the administration of Poland and of the Soviet Union.

⁴ No accurate English equivalents.

⁵ The Law of Succession, July 27, 1947, declared that Spain was constituted a kingdom.

⁶ Established Feb. 25, 1958.

NOUNS AND ADJECTIVES DENOTING NATIONALITY

[Revised with suggestions by the Department of State. Countries that do not use a Latin alphabet officially are marked with an asterisk]

Country or region	Noun (plural ending in parentheses)	Adjective
*Abyssinia. (See Ethlopia.)		
*Afghanistan	Afghan(s)	Afghan.
Albania	Albanian(s)	Albanian.
Andorra	Andorran(s)	Andorran.
Argentina	Argentine(s)	Argentine.
Australia	Australian(s)	Australian.
Austria	Austrian(s)	Austrian.
*Bahrein	Bahreini(s)	Bahrein or Bahreini.
Belgium	Belgian(s)	Belgian.
*Bhutan	Bhutanese (singular, plural)	Bhutanese.
Bolivia	Bolivian(s)	Bolivian.
Brazil	Brazilian(s)	Brazilian.
*Bulgaria	Bulgarian(s)	Bulgarian.
Burma	Burman(s) (preferred); Burmese (singular, plural)	Burmese.
*Byelorussia	Byelorussian(s)	Byelorussian.
Cambodia	Cambodian(s)	Cambodian.
Canada	Canadian(s)	Canadian.
*Ceylon	Ceylonese (singular, plural)	Ceylonese.
Chile	Chilean(s)	Chilean.
*China	Chinese (singular, plural)	Chinese.
Colombia	Colombian(s)	Colombian.
Costa Rica	Costa Rican(s)	Costa Rican.
Cuba	Cuban(s)	Cuban.
Czechoslovakia	Czechoslovak(s)	Czechoslovak.
Denmark	Dane(s)	Danish.
Dominican Republic	Dominican(s)	Dominican.
Ecuador	Ecuadoran(s)	Ecuadoran.
*Egypt. (See United Arab Republic.)		
El Salvador	Salvadoran(s)	Salvadoran.
Estonia	Estonian(s)	Estonian.
*Ethiopia (Abyssinia)	(Ethiopian(s) (preferred) Abyssinian(s))	Ethiopian (preferred). Abyssinian.
Finland	Finn(s)	Finnish.
France	Frenchman (men)	French.
Germany	German(s)	German.
Ghana	Ghanaian(s)	Ghanaian.
Great Britain	Briton(s), British (collective, plural) ¹	British. ¹
*Greece	Greek(s)	Greek.
Guatemala	Guatemalan(s)	Guatemalan.
Haiti	Haitian(s)	Haitian.
Honduras	Honduran(s)	Honduran.
Hungary	Hungarian(s)	Hungarian.
Iceland	Icelander(s)	Icelandic.
India	Indian(s)	Indian.
Indonesia	Indonesian(s)	Indonesian.
*Iran	Iranian(s)	Iranian.
*Iraq	Iraqi(s)	Iraq or Iraqi.
Ireland	Irishman (men), Irish (collective, plural) ²	Irish.
Isle of Man	Manxman (men), Manx (collective, plural)	Manx.
Israel	Israeli(s)	Israel
Italy	Italian(s)	Italian.
*Japan	Japanese (singular, plural)	Japanese.
*Jordan	Jordan(s), Jordanian(s)	Jordan or Jordanian.
*Korea	Korean(s)	Korean.
*Kuwait	Kuwaiti(s)	Kuwait or Kuwaiti.
Laos	Lao (singular, plural)	Lao.
Latvia	Latvian(s)	Latvian.
Lebanon	Lebanese (singular, plural)	Lebanese.
Liberia	Liberian(s)	Liberian.
Libya	Libyan(s)	Libyan.
Liechtenstein	Liechtensteiner(s)	Liechtenstein.
Lithuania	Lithuanian(s)	Lithuanian.
Luxembourg	Luxembourger(s)	Luxembourg.
Malaya	Malayan(s)	Malayan.
Mexico	Mexican(s)	Mexican.
Monaco	Monacan(s)	Monacan.
Morocco	Moroccan(s)	Moroccan.
*Muscat and Oman	Omani(s)	Oman or Omani.

See footnotes at end of table.

NOUNS AND ADJECTIVES DENOTING NATIONALITY—Continued

Country or region	Noun (plural ending in parentheses)	Adjective
*Nepal	Nepalese (singular, plural)	Nepalese.
Netherlands ³	Netherlander(s)	Netherland. ³
New Zealand	New Zealander(s)	New Zealand.
Newfoundland	Newfoundlander(s)	Newfoundland.
Nicaragua	Nicaraguan(s)	Nicaraguan.
Norway	Norwegian(s)	Norwegian.
Pakistan	Pakistani(s)	Pakistan or Pakistani.
Palestine	Palestinian(s)	Palestinian.
Panama	Panamanian(s)	Panamanian.
Paraguay	Paraguayan(s)	Paraguayan.
*Persia. (See Iran.)		
Peru	Peruvian(s)	Peruvian.
Philippines	Filipino(s)	Philippine.
Poland	Pole(s)	Polish.
Portugal	Portuguese (singular, plural)	Portuguese.
Rumania	Rumanian(s)	Rumanian.
Salvador. (See El Salvador.)		
San Marino	San Marinese(s)	San Marinese.
*Saudi Arabia	Saudi Arab(s)	Saudi Arabian.
Scotland	Scot(s), Scotch (collective, plural)	Scotch; Scottish.
Spain	Spaniard(s)	Spanish.
Sudan	Sudanese (singular, plural)	Sudanese.
Sweden	Swede(s)	Swedish.
Switzerland	Swiss (singular, plural)	Swiss.
Syria. (See United Arab Republic.)		
*Thailand	Thai (singular, plural)	Thai.
Tunisia	Tunisian(s)	Tunisian.
Turkey	Turk(s)	Turkish.
Ukraine	Ukrainian(s)	Ukrainian.
Union of South Africa	South African(s)	South African.
*Union of Soviet Socialist Republics	Soviets (plural only) ⁴	Soviet.
United Arab Republic	{Egyptian(s) (Egyptian region) {Syrian(s) (Syrian region)	{United Arab Republic. {American (preferred).
United States of America	American(s)	United States.
Uruguay	Uruguayan(s)	Uruguayan.
Venezuela	Venezuelan(s)	Venezuelan.
Viet-Nam	Vietnamese (singular, plural)	Vietnamese.
Wales	Welshman (men), Welsh (collective, plural)	Welsh.
*Yemen	Yemeni(s)	Yemen or Yemeni.
Yugoslavia	Yugoslav(s)	Yugoslav.

¹ The term "British" is usually used of or pertaining to Great Britain, or in the widest sense to the United Kingdom of Great Britain and Northern Ireland, or its inhabitants. It is also occasionally used as meaning "of or appertaining to the British Commonwealth of Nations"; e.g., "British" subject.

² Irish (collective, plural) is used generally in the case of Ireland, the island.

³ Netherland is generally preferred, but Netherlands is the official form for Netherlands Government.

⁴ The word "Soviet," which means council, cannot be used. Use instead "of Soviet nationality" (citizenship); "Soviet national"; or "Soviet citizen."

FOREIGN MONEY¹

[Based on list of currency units and abbreviations provided by the International Monetary Fund; World Monetary Stocks, Department of the Treasury, 1955; Webster's New International Dictionary, 1951; also suggestions by the Department of State]

Country or area	Basic monetary unit		Principal fractional unit	
	Name ²	Symbol	Name ²	Abbreviation or symbol
Aden	shilling	EASH	cent	
Afghanistan	afghani	Afg.	pul	
Albania	lek		quintar	
Algeria	franc	AFr.	centime	
Andorra	{franc (French franc) {peseta (Spanish peseta)	Fr. Pta.	do. céntimo	
Angola	escudo	Esc.	centavo	Ctvo.
Argentina	peso ³	M\$N	do.	Ctvo.
Australia	pound ⁴	A£	shilling; penny (pence)	s., d.
Austria	schilling	S.	groschen (singular, plural)	
Azores	escudo	Esc.	centavo	Ctvo.
Bahamas	pound	B£	shilling; penny (pence)	s., d.
Barbados	dollar	BWIS	cent.	
Belgian Congo	franc	Cong Fr.	centime	C.
Belgium	do.	BFr.	do.	C.
Bermuda	pound	B£	shilling; penny (pence)	s., d.

See footnotes at end of table.

FOREIGN MONEY 1—Continued

Country or area	Basic monetary unit		Principal fractional unit	
	Name 2	Symbol	Name 2	Abbreviation or symbol
Bolivia	boliviano	Bs.	centavo	Ctvo.
Brazil	cruzeiro 6	Cr\$	do	Ctvo.
British Guiana	dollar	BW\$	cent	
British Honduras	dollar	BH\$	cent	
Bulgaria	lev (leva)		stotinka (stotinki)	
Burma	kyat	K	pya	
Cambodia	riel		centime	
Cameroons, French	franc	CFA Fr.	do	
Canada 6	dollar	Can\$	cent	c., ct(s).
Ceylon	rupee	Cey Rs	do	
Chile	peso	Chil\$	centavo	Ctvo.
China, Taiwan	new Taiwan dollar	N T\$	cent	
Colombia	peso	Col\$	centavo	Ctvo.
Costa Rica	colón (colones)	¢	centimo	Ctmo.
Cuba	peso	\$	centavo	Ctvo.
Cyprus	pound	£	mil.	
Czechoslovakia	koruna	Kčs	haler (haleru)	Ha.
Danzig, 7				
Denmark	krone (kroner)	D Kr.	øre (singular, plural)	
Dominican Republic	peso	R.D\$	centavo	Ctvo.
Ecuador	sucre	S/	do	Ctvo.
Egypt	pound	£	piaster	Pl., Pias.
El Salvador	colón (colones)	¢	centavo	Ctvo.
Estonia, 5				
Ethiopia	dollar	Eth\$	cent	
Finland	markka	Fmk	penni (pennia)	Pia.
France 9	franc	Fr.	centime	
French Equatorial Africa	do	CFA Fr.	do	
French possessions in Oceania	do	CFP Fr.	do	
French West Africa	do	CFA Fr.	do	
French West Indies	do	Fr.		
Gambia	pound	WA £	shilling; penny (pence)	s., d.
Germany, Federal Republic of	deutsche mark	DM	pfennig (singular, plural)	pf.
Ghana	pound	£	shilling; penny (pence)	s., d.
Great Britain 10	do	£	do	s., d.
Greece	drachma	Dr.	lepton (lepta)	
Guatemala	quetzal (quetzales)	Q	centavo	Ctvo.
Haiti	gourde	G	centime	
Honduras	lempira	L	centavo	Ctvo.
Hong Kong	dollar	HK\$	cent	
Hungary	forint	Ft.	filler (singular, plural)	
Iceland	króna (krónur)	IKr.	øre (aurar) (singular, plural)	
India	rupee	Rs.	naya paisa; naye paise (N.P.) (plural)	
Indonesia	rupiah (singular, plural)	Rp.	sen (singular, plural)	
Iran	rial	Rls	dinar	
Iraq	dinar	ID	fil	
Ireland (Eire)	pound	£	shilling; penny (pence)	s., d.
Israel	do	£	prutah (prutot)	
Italy	lira (lire)	Lit.	centesimo (centesimi)	Ctmo.
Jamaica	pound	J£	shilling; penny (pence)	s., d.
Japan	yen (singular, plural)	¥	sen (singular, plural)	
Jordan	dinar	JD	fil	
Kenya	shilling	EASb.	cent	
Korea	hwan (singular, plural)		chon	
Kuwait	rupee (Indian rupee)	Rs.	anna, pice	
Laos	kip	K	centime	
Latvia, 8				
Lebanon	pound	£	piaster	
Liberia	dollar	\$	cent	
Libya	pound	£	piaster	
Liechtenstein	franc (Swiss franc)	Sw Fr.		
Lithuania, 8				
Luxembourg	franc	Lux Fr.	centime	
Macao	pataca	P	avo	
Madeira	escudo	Esc	centavo	
Malaya, Federation of	dollar	M\$	cent	
Malta	pound	M £	shilling; penny (pence)	s., d.
Mexico	peso	Mex\$	centavo	
Monaco	franc (French franc)	Fr.	centime	
Morocco	franc (Moroccan franc)	M Fr.	do	
Mozambique	escudo	Esc	centavo	
Nepal	rupee (or mohur, singular, plural)	Nep Rs.	pie, pice	

See footnotes at end of table.

FOREIGN MONEY ¹—Continued

Country or area	Basic monetary unit		Principal fractional unit	
	Name ²	Symbol	Name ²	Abbreviation or symbol
Netherlands ¹¹	guilder (florin)	f	cent	
Netherlands Antilles	do	Ant. f	do	
New Caledonia	franc	CFPFr		
New Zealand	pound	NZ£	shilling; penny (pence)	
Nicaragua	córdoba	C₡	centavo	
Nigeria	pound	WA£	shilling; penny (pence)	
Norway	krone (kroner)	NKr	øre (singular, plural)	s., d.
Pakistan	rupee	PR₨	anna, pice	Ctvo.
Panama	balboa	B.	centesimo	s., d.
Paraguay	guaraní (guaraníes)	G.	centimo	
Peru	sol (soles)	S/	centavo	
Philippines	peso	P.	do	Ctmo.
Poland	zloty	Zł	grosz (grosze; groszy)	Ctmo.
Portugal ¹²	escudo	Esc.	centavo	Ctvo.
Rhodesia and Nyasaland, Federation of	pound	R£	shilling; penny (pence)	Ctvo.
Rumania	leu (lei)		ban (bani)	Ctvo.
Ruanda Urundi	franc	Cong Fr	centime	s., d.
San Marino	lira (lire)		centesimo (centesimi)	
Saudi Arabia	riyal	SR	gursh (singular, plural)	
Singapore	dollar	M\$	cent	
Somaliland:				
British	shilling	Sh		
French	franc	DFr		
Trust Territory	somalo (somali)	SO	centesimo (centesimi)	
Spain	peseta	Pts	céntimo	
Sudan	pound	Sd£	piaster	
Surinam	guilder (florin)	Sur. f	cent	
Sweden	krona (kronor)	SKr	öre (singular, plural)	
Switzerland	franc	Sw Fr	centime	
Syria	pound	S£	piaster	
Tanganyika	shilling	EASh	cent	
Thailand	bah (singular, plural)	B.	satang (singular, plural)	
Trinidad	dollar	BWIS	cent	
Tunisia	franc	TFr	centime	
Turkey	lira	TL	kurus	
Uganda	shilling	EASh	cent	
Union of South Africa	pound	SA £	shilling; penny (pence)	
U. S. S. R. (Russia)	ruble		kopek	
Uruguay	peso	Ur₨	centesimo	
Venezuela	bolívar (bolívares)	Bs	centimo	s., d.
Vietnam	piaster	VN₨	centime	
Yemen	imadi; Maria Theresa dollar	MT₨	bogsha	Ctmo.
Yugoslavia	dinar	Din	para	Ctmo.

¹ The conventions for writing sums of money in foreign countries are similar, generally, to those in the United States in that the symbol or abbreviation of the basic unit is placed before the sum, and a period, a comma, or simply a space appears before the fractional part. "DM1,225.50," for example, means "1,225 deutsche marks 50 pfennigs." Some other conventions are contained in the following footnotes.

² Unless otherwise indicated in parentheses, plurals of these terms are formed regularly by adding "s."

³ The term "gold peso" (oro sellado) is abbreviated "o/s," but gold coins are not widely in circulation. Official and private accounts are kept in terms of the paper peso (moneda nacional, abbreviated "m/n"), indicated as M\$N; thus, M\$N632,790 or \$632,790 (m/n).

⁴ Sums are written as in Great Britain except that the symbol £, for the pound, is usually preceded by an "A." (See footnote 10.)

⁵ 1,000 cruzeiros is commonly referred to as a conto. Thus "Cr\$400,100.50" may be read "400 contos 100 cruzeiros 50 centavos."

⁶ Including Newfoundland, now a Province of Canada.

⁷ There has been no separate currency issued in Danzig since prior to World War II.

⁸ There has been no national currency issued in Estonia, Latvia, and Lithuania since World War II.

⁹ The franc units of Algeria, French West Indies, and French Guiana are equivalent to the French franc. However, the currency units of certain French possessions bear differing ratios to the French franc. Names and areas of circulation other than those listed are as follows: CFA franc, Madagascar, Reunion, St. Pierre and Miquelon, Togoland; CFP franc, New Hebrides; Djibouti franc, French Somaliland.

¹⁰ Sums of money are written as follows: £5 4s. 6d. or £5.4.6, not 5/4/6. Currency units of a number of nonmetropolitan areas are equivalent to the British pound; namely, the West African pound (in Gambia, Nigeria, and Sierra Leone), the Rhodesia-Nyasaland pound (in the Federation of Rhodesia and Nyasaland), the pound units of Cyprus, Gibraltar, Malta, Bahamas, Bermuda, Jamaica, and the Falkland Islands. However, units of certain areas bear differing ratios to the British pound; namely, the East African shilling (in Aden, British Somaliland, Kenya, Uganda, Tanganyika, and Zanzibar); British West Indian dollar (in Barbados, Trinidad, British Guiana, Leeward Islands, and Windward Islands); British Honduras dollar; Mauritius rupee; Seychelles rupee; Fiji pound; Tongan pound; Hong Kong dollar; and the Malayan dollar (in British North Borneo, Brunei, and Sarawak).

¹¹ The local currency units in Netherlands territory (namely, the Surinam guilder, the Nederlandse Antillen (Netherlands West Indies) guilder, and the Netherlands New Guinea guilder) are not equivalent to the Netherlands guilder.

¹² The symbol (\$) is used between the escudo and the centavo; the colon (:) is used between the conto (=1,000 escudos) and the escudo; the sum written 125,750:350\$50, for example, reads "125,750 contos 350 escudos 50 centavos."

U. S. EQUIVALENTS OF THE PRINCIPAL WEIGHTS AND MEASURES USED IN FOREIGN AGRICULTURAL STATISTICS

[With suggestions by the Department of Agriculture]

Weight or measure	Country	Weight or measure	Country
1 ardeb=1.98 hectoliters = 5.6189 Winchester or United States bushels.	Egypt.	1 koku=47.655 United States standard gallons.	Japan.
1 arroba=25 pounds, avoirdupois.	Cuba.	1 kwan=8.2673 pounds, avoirdupois.	Do.
1 baitman=6.5 pounds, avoirdupois.	Iran.	1 liter=0.028378 Winchester bushel= 0.26418 United States gallon.	(?)
1 bouw=7,096.5 square meters =1.754 acres.	Indonesia.	1 manzana=1.7266 acres.	Guatemala.
1 cantar=44.928 kilograms = 99.049 pounds, avoirdupois.	Egypt.	1 maund=82.2857 pounds, avoirdupois.	British India.
1 catty (kati)=1½ pounds, avoirdupois.	China.	1 mesana=0.6397 acre.	Cuba.
1 cental=100 pounds, avoirdupois.	United States, Canada, Union of South Africa. ¹	1 morgen=2.1165 acres.	Union of South Africa.
1 centner=110.23 pounds, avoirdupois.	Denmark.	1 mow=0.1518 acre (varying).	China.
1 chetvert=5.9568 Winchester bushels.	Union of Soviet Socialist Republics.	1 oke=1.248 kilograms = 2.751 pounds, avoirdupois.	Egypt.
1 cho=2.4506 acres.	Japan.	1 oke=2.822 pounds, avoirdupois.	Greece.
1 dekar=0.2471 acre.	Norway.	1 picul=133½ pounds, avoirdupois.	China.
1 dessiatine=2.6997 acres.	Union of Soviet Socialist Republics.	1 picul=61.761 kilograms = 136.16 pounds, avoirdupois.	Indonesia.
1 donum=0.227 acre.	Turkey.	1 picul=132.28 pounds, avoirdupois.	Japan.
1 doppelzentner=220.46 pounds, avoirdupois.	Germany.	1 pood=36.1128 pounds, avoirdupois.	Union of Soviet Socialist Republics.
1 feddan=1.038 acres.	Egypt.	1 pound, Great Venetian=1.0582 pounds, avoirdupois.	Greece.
1 hectare=2.471 acres.	(?)	1 quintal (double centner, or metric centner)=220.46 pounds, avoirdupois.	(?)
1 hectoliter=2.8378 Winchester bushels.	(?)	1 quarter=8 imperial bushels=8.2564 Winchester bushels.	United Kingdom.
1 hectoliter=26.418 United States gallons.	United Kingdom, Australia. ¹	1 rai=0.3954 acre.	Thailand.
1 hundredweight (long)=112 pounds, avoirdupois.	United States, Canada, Union of South Africa. ¹	1 Russian pound=½ pood=0.90282 pound, avoirdupois.	Union of Soviet Socialist Republics.
1 hundredweight (or cental)=100 pounds, avoirdupois.	United Kingdom, Canada, Australia, Union of South Africa. ¹	1 streinma (royal)=0.2471 acre.	Greece.
1 imperial bushel=1.03205 Winchester bushels.	Do. ¹	1 tan (or picul)=133½ pounds, avoirdupois.	China.
1 imperial gallon=1.2009 United States gallons.	Hungary.	1 ton (long)=2,240 pounds, avoirdupois.	United States (foreign trade) and United Kingdom.
1 joch (cadastral hold, or cadastral arpent) = 1.422 acres.	(?)	1 ton (metric)=2,204.6 pounds, avoirdupois.	(?)
1 kilogram=2.2046 pounds, avoirdupois.	Japan.	1 ton (short)=2,000 pounds, avoirdupois.	United States (internal trade) and Canada (foreign trade).
1 kin=1.3228 pounds, avoirdupois.	Formosa.	1 zentner=110.23 pounds, avoirdupois.	Germany.
1 ko=2.3966 acres.	Japan.		
1 koku=4.9602 imperial bushels=5.1192 Winchester bushels.			

¹ List of countries given may not be complete.

¹ Metric system.

NOTE.—The values given are believed to be carried to a sufficient number of decimal places to meet the purpose for which the units may be used.

METRIC TABLES

LENGTH

Myriameter.....	10,000 meters.....	6.2137 miles.	Meter.....	1 meter.....	39.37 inches.
Kilometer.....	1,000 meters.....	0.62137 mile.	Decimeter.....	0.1 meter.....	3.937 inches.
Hectometer.....	100 meters.....	328 feet 1 inch.	Centimeter.....	0.01 meter.....	0.3937 inch.
Dekameter.....	10 meters.....	393.7 inches.	Millimeter.....	0.001 meter.....	0.0394 inch.

METRIC TABLES—Continued

AREA

Hectare.....	10,000 square meters...	2.471 acres.
Are.....	100 square meters.....	119.6 square yards.
Centiare.....	1 square meter.....	1,550 square inches.

WEIGHT

Name	Number of grams	Volume corresponding to weight	Avoirdupois weight
Metric ton, miller or tonneau.....	1,000,000	1 cubic meter.....	2,204.6 pounds.
Quintal.....	100,000	1 hectoliter.....	220.46 pounds.
Myriagram.....	10,000	1 dekaliter.....	22.046 pounds.
Kilogram or kilo.....	1,000	1 liter.....	2.2046 pounds.
Hectogram.....	100	1 deciliter.....	3.5274 ounces.
Dekagram.....	10	10 cubic centimeters.....	0.3527 ounce.
Gram.....	1	1 cubic centimeter.....	15.432 grains.
Decigram.....	.1	0.1 cubic centimeter.....	1.5432 grains.
Centigram.....	.01	10 cubic millimeters.....	0.1543 grain.
Milligram.....	.001	1 cubic millimeter.....	0.0154 grain.

CAPACITY

Name	Number of liters	Metric cubic measure	United States measure	British measure
Kiloliter, or stere.....	1,000	1 cubic meter.....	1.308 cubic yards.....	1.308 cubic yards.
Hectoliter.....	100	0.1 cubic meter.....	2.838 bushels; 26.417 gallons.	2.75 bushels; 22.00 gallons.
Dekaliter.....	10	10 cubic decimeters.	1.135 pecks; 2.6417 gallons.	8.80 quarts; 2.200 gallons.
Liter.....	1	1 cubic decimeter..	0.908 dry quart; 1.0567 liquid quarts.	0.880 quart.
Deciliter.....	.1	0.1 cubic decimeter.	6.1023 cubic inches; 0.845 gill.	0.704 gill.
Centiliter.....	.01	10 cubic centimeters.	0.6102 cubic inch; 0.338 fluid ounce.	0.352 fluid ounce.
Milliliter.....	.001	1 cubic centimeter..	0.061 cubic inch; 0.271 fluid dram.	0.284 fluid dram.

COMMON MEASURES AND THEIR METRIC EQUIVALENTS

Common measure	Equivalent	Common measure	Equivalent
Inch.....	2.54 centimeters.	Dry quart, United States.	1.101 liters.
Foot.....	0.3048 meter.	Quart, imperial.....	1.136 liters.
Yard.....	0.9144 meter.	Gallon, United States.....	3.785 liters.
Rod.....	5.029 meters.	Gallon, imperial.....	4.546 liters.
Mile.....	1.6093 kilometers.	Peck, United States.....	8.810 liters.
Square Inch.....	6.452 square centimeters.	Peck, imperial.....	9.092 liters.
Square foot.....	0.0929 square meter.	Bushel, United States.....	35.24 liters.
Square yard.....	0.836 square meter.	Bushel, imperial.....	36.37 liters.
Square rod.....	25.29 square meters.	Ounce, avoirdupois.....	28.35 grams.
Acre.....	0.4047 hectare.	Pound, avoirdupois.....	0.4536 kilogram.
Square mile.....	259 hectares.	Ton, long.....	1.0160 metric tons.
Cubic inch.....	16.39 cubic centimeters.	Ton, short.....	0.9072 metric ton.
Cubic foot.....	0.0283 cubic meter.	Grain.....	0.0648 gram.
Cubic yard.....	0.7646 cubic meter.	Ounce, troy.....	31.103 grams.
Cord.....	3.625 steres.	Pound, troy.....	0.3732 kilogram.
Liquid quart, United States.....	0.9463 liter.		

PICAS REDUCED TO INCHES

Picas	Inches	Picas	Inches	Picas	Inches	Picas	Inches	Picas	Inches	Picas	Inches
1	0.166	18	2.988	35	5.811	52	8.634	69	11.457	86	14.279
2	.332	19	3.154	36	5.977	53	8.800	70	11.623	87	14.445
3	.498	20	3.320	37	6.143	54	8.966	71	11.789	88	14.611
4	.664	21	3.487	38	6.309	55	9.132	72	11.955	89	14.778
5	.830	22	3.653	39	6.475	56	9.298	73	12.121	90	14.944
6	.996	23	3.819	40	6.641	57	9.464	74	12.287	91	15.110
7	1.162	24	3.985	41	6.807	58	9.630	75	12.453	92	15.276
8	1.328	25	4.151	42	6.973	59	9.796	76	12.619	93	15.442
9	1.494	26	4.317	43	7.139	60	9.962	77	12.785	94	15.608
10	1.660	27	4.483	44	7.306	61	10.128	78	12.951	95	15.774
11	1.826	28	4.649	45	7.472	62	10.294	79	13.117	96	15.940
12	1.992	29	4.815	46	7.638	63	10.460	80	13.283	97	16.106
13	2.158	30	4.981	47	7.804	64	10.626	81	13.449	98	16.272
14	2.324	31	5.147	48	7.970	65	10.792	82	13.615	99	16.438
15	2.490	32	5.313	49	8.136	66	10.959	83	13.781	100	16.604
16	2.656	33	5.479	50	8.302	67	11.125	84	13.947	125	20.750
17	2.822	34	5.645	51	8.468	68	11.291	85	14.113	150	24.900

INCREASE OF TEXT BY USING LEADS

If leaded with 2-point leads—

- 6-point type is increased one-third.
- 8-point type is increased one-fourth.
- 10-point type is increased one-fifth.
- 11-point type is increased two-elevenths.
- 12-point type is increased one-sixth.

NUMBER OF WORDS AND EMS TO THE SQUARE INCH

Size of type	Number of words		Number of ems	Size of type	Number of words		Number of ems
	Solid	Leaded			Solid	Leaded	
14-point.....	11	8	26½	8-point.....	32	23	81
12-point.....	14	11	36	6-point.....	47	34	144
11-point.....	17	14	43	5-point.....	69	50	207
10-point.....	21	16	52				

NOTES

20. COUNTIES

Note the orthography of names of the following counties:

<p> Alleghany in Maryland and New York Alleghany in North Carolina and Virginia Allegheny in Pennsylvania Andrew in Missouri Andrews in Texas Aransas in Texas Arkansas in Arkansas Barber in Kansas Barbour in Alabama and West Virginia Brevard in Florida Broward in Florida Brooke in West Virginia Brooks in Georgia and Texas Brown in all States Bulloch in Georgia Bullock in Alabama Burnet in Texas Burnett in Wisconsin Cheboygan in Michigan; Sheboygan in Wisconsin Clarke in Alabama, Georgia, Iowa, Mississippi, and Virginia; all others Clark Coffee in Alabama, Georgia, and Tennessee Coffey in Kansas Coal in Oklahoma Cole in Missouri Coles in Illinois Cook in Illinois and Minnesota Cooke in Texas Davidson in North Carolina and Tennessee Davie in North Carolina Davies in Indiana, Kentucky, and Missouri Davis in Iowa and Utah Davison in South Dakota Dickenson in Virginia Dickinson in Iowa, Kansas, and Michigan Dickson in Tennessee Douglas in all States Forrest in Mississippi; Forest in others Glascok in Georgia Glascok in Texas Green in Kentucky and Wisconsin; all others Greene Harford in Maryland Hartford in Connecticut Huntingdon in Pennsylvania </p>	<p> Huntington in Indiana Johnston in North Carolina and Oklahoma; all others Johnson Kanabec in Minnesota Kennebec in Maine Kearney in Nebraska Kearny in Kansas Lawrence in all States Linn in Iowa, Kansas, Missouri, and Oregon Lynn in Texas Loudon in Tennessee Loudoun in Virginia Manatee in Florida Manistee in Michigan Merced in California; Mercer elsewhere Morton } both in Kansas Norton } Muscogee in Georgia Muskogee in Oklahoma Park in Colorado and Montana Parke in Indiana Pottawatomie in Kansas and Oklahoma Pottawattamie in Iowa Sanders in Montana Saunders in Nebraska Smyth in Virginia; all others Smith Stafford in Virginia Stafford in New Hampshire Stanley in South Dakota Stanly in North Carolina Stark in Illinois, North Dakota, and Ohio Starke in Indiana Stephens in Georgia, Oklahoma, and Texas Stevens in Kansas, Minnesota, and Washington Storey in Nevada Story in Iowa Terrell in Georgia and Texas Tyrell in North Carolina Tooele in Utah Toole in Montana Vermillion in Indiana; all others Vermilion Woods in Oklahoma; all others Wood Wyandot in Ohio Wyandotte in Kansas </p>
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ALABAMA

<p> Autauga Baldwin Barbour Bibb Blount Bullock Butler Calhoun Chambers Cherokee Chilton Choctaw </p>	<p> Clarke Clay Cleburne Coffee Colbert Conecuh Coosa Covington Crenshaw Cullman Dale Dallas De Kalb Elmore </p>	<p> Escambia Etowah Fayette Franklin Geneva Greene Hale Henry Houston Jackson Jefferson Lamar Lauderdale Lawrence </p>	<p> Lee Limestone Lowndes Macon Madison Marengo Marion Marshall Mobile Monroe Montgomery Morgan Perry Pickens </p>	<p> Pike Randolph Russell St. Clair Shelby Sumter Talladega Tallapoosa Tuscaloosa Walker Washington Wilcox Winston </p>
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ALASKA (divided into four judicial districts; no counties)

ARIZONA

<p> Apache Cochise </p>	<p> Coconino Gila Graham </p>	<p> Greenlee Maricopa Mohave </p>	<p> Navajo Pima Pinal </p>	<p> Santa Cruz Yavapai Yuma </p>
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ARKANSAS

<p> Arkansas Ashley Baxter Benton Boone Bradley Calhoun </p>	<p> Carroll Chicot Clark Clay Cleburne Cleveland Columbia Conway Craighead </p>	<p> Crawford Crittenden Cross Dallas Desha Drew Faulkner Franklin Fulton </p>	<p> Garland Grant Greene Hempstead Hot Spring Howard Independence Izard Jackson </p>	<p> Jefferson Johnson Lafayette Lawrence Lee Lincoln Little River Logan Lonoke </p>
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ARKANSAS—Continued

Madison	Newton	Pope	Scott	Union
Marion	Ouachita	Prairie	Seary	Van Buren
Miller	Perry	Pulaski	Sebastian	Washington
Mississippi	Phillips	Randolph	Sevier	White
Monroe	Pike	St. Francis	Sharp	Woodruff
Montgomery	Poinsett	Saline	Stone	Yell
Nevada	Polk			
CALIFORNIA	Glenn	Mendocino	San Benito	Siskiyou
Alameda	Humboldt	Merced	San Bernardino	Solano
Alpine	Imperial	Modoc	San Diego	Sonoma
Amador	Inyo	Mono	San Francisco	Stanislaus
Butte	Kern	Monterey	San Joaquin	Sutter
Calaveras	Kings	Napa	San Luis Obispo	Tehama
Colusa	Lake	Nevada	San Mateo	Trinity
Contra Costa	Lassen	Orange	Santa Barbara	Tulare
Del Norte	Los Angeles	Placer	Santa Clara	Tuolumne
El Dorado	Madera	Plumas	Santa Cruz	Ventura
Fresno	Marin	Riverside	Shasta	Yolo
	Mariposa	Sacramento	Sierra	Yuba
COLORADO	Costilla	Grand	Logan	Pueblo
Adams	Crowley	Gunnison	Mesa	Rio Blanco
Alamosa	Custer	Hinsdale	Mineral	Rio Grande
Arapahoe	Delta	Huerfano	Moffat	Routt
Archuleta	Denver	Jackson	Montezuma	Saguache
Baca	Dolores	Jefferson	Montrose	San Juan
Bent	Douglas	Kiowa	Morgan	San Miguel
Boulder	Eagle	Kit Carson	Otero	Sedgwick
Chaffee	Eibert	Lake	Ouray	Summit
Cheyenne	El Paso	La Plata	Park	Teller
Clear Creek	Fremont	Larimer	Phillips	Washington
Conejos	Garfield	Las Animas	Pitkin	Weld
	Gilpin	Lincoln	Prowers	Yuma
CONNECTICUT	Fairfield	Litchfield	New Haven	Tolland
	Hartford	Middlesex	New London	Windham
DELAWARE	Kent	New Castle	Sussex	
DISTRICT OF COLUMBIA				
FLORIDA	Dade	Hernando	Manatee	St. Johns
Alachua	De Soto	Highlands	Marion	St. Lucie
Baker	Dixie	Hillsborough	Martin	Santa Rosa
Bay	Duval	Holmes	Monroe	Sarasota
Bradford	Escambia	Indian River	Nassau	Seminole
Brevard	Flagler	Jackson	Okaloosa	Sumter
Broward	Franklin	Jefferson	Okeechobee	Suwannee
Calhoun	Gadsden	Lafayette	Orange	Taylor
Charlotte	Gilchrist	Lake	Osceola	Union
Citrus	Glades	Lee	Palm Beach	Volusia
Clay	Gulf	Leon	Pasco	Wakulla
Collier	Hamilton	Levy	Pinellas	Walton
Columbia	Hardee	Liberty	Polk	Washington
	Hendry	Madison	Putnam	
GEORGIA	Clinch	Gordon	Macon	Stewart
Appling	Cobb	Grady	Madison	Sumter
Atkinson	Coffee	Greene	Marion	Talbot
Bacon	Colquitt	Gwinnett	Meriwether	Taliaferro
Baker	Columbia	Habersham	Miller	Tattnall
Baldwin	Cook	Hall	Mitchell	Taylor
Banks	Coweta	Hancock	Monroe	Telfair
Barrow	Crawford	Haralson	Montgomery	Terrell
Bartow	Crisp	Harris	Morgan	Thomas
Ben Hill	Dade	Hart	Murray	Tift
Berrien	Dawson	Heard	Muscogee	Toombs
Bibb	Decatur	Henry	Newton	Towns
Bleckley	De Kalb	Houston	Oconee	Treutlen
Brantley	Dodge	Irwin	Oglethorpe	Troup
Brooks	Douglas	Jackson	Paulding	Turner
Bryan	Dougherty	Jasper	Peach	Twiggs
Bulloch	Douglas	Jeff Davis	Pickens	Union
Burke	Early	Jefferson	Pierce	Upson
Butts	Echols	Jenkins	Pike	Walker
Calhoun	Effingham	Johnson	Polk	Walton
Camden	Elbert	Jones	Pulaski	Ware
Candler	Emanuel	Lamar	Putnam	Warren
Carroll	Evans	Lanier	Quitman	Washington
Catoosa	Fannin	Laurens	Rabun	Wayne
Charlton	Fayette	Lee	Randolph	Webster
Chatham	Floyd	Liberty	Richmond	Wheeler
Chattahoochee	Forsyth	Lincoln	Rockdale	White
Chattooga	Franklin	Long	Schley	Whitfield
Cherokee	Fulton	Lowndes	Screven	Wilcox
Clarke	Gilmer	Lumpkin	Seminole	Wilkes
Clay	Glascocock	McDuffie	Spalding	Wilkinson
Clayton	Glynn	McIntosh	Stephens	Worth

HAWAII	Hawaii Honolulu	Kalawao	Kauai	MauI
IDAHO	Bonner Bonneville Boundary Butte Camas Canyon Caribou Cassia Clark	Clearwater Custer Elmore Franklin Fremont Gem Gooding Idaho Jefferson	Jerome Kootenai Latah Lemhi Lewish Lincoln Madison Minidoka Nez Perce	Oneida Owyhee Payette Power Shoshone Teton Twin Falls Valley Washington
ILLINOIS	De Witt Douglas Du Page Edgar Edwards Eflingham Fayette Ford Franklin Fulton Gallatin Greene Grundy Hamilton Hancock Hardin Henderson Henry Iroquois Jackson Jasper	Jefferson Jersey Jo Daviess Johnson Kane Kankakee Kendall Knox Lake La Salle Lawrence Lee Livingston Logan McDonough McHenry McLean Macon Macoupin Madison Marion	Marshall Mason Massac Menard Mercer Monroe Montgomery Morgan Moultrie Ogle Peoria Perry Piatt Pike Pope Pulaski Putnam Randolph Richland Rock Island St. Clair	Saline Sangamon Schuyler Scott Shelby Stark Stephenson Tazewell Union Vermilion Wabash Warren Washington Wayne White Whiteside Will Williamson Winnebago Woodford
INDIANA	Delaware Dubois Elkhart Fayette Floyd Fountain Franklin Fulton Gibson Grant Greene Hamilton Hancock Clay Clinton Crawford Daviess Dearborn Decatur De Kalb	Jasper Jay Jefferson Jennings Johnson Knox Kosciusko Lagrange Lake La Porte Lawrence Madison Marion Marshall Martin Miami Monroe Montgomery Morgan	Newton Noble Ohio Orange Owen Parke Perry Pike Porter Posey Pulaski Putnam Randolph Ripley Rush St. Joseph Scott Shelby Spencer	Starke Steuben Sullivan Switzerland Tippecanoe Tipton Union Vanderburgh Vermillion Vigo Wabash Warren Warrick Washington Wayne Wells White Whitley
IOWA	Clarke Clay Clayton Clinton Crawford Dallas Davis Decatur Delaware Des Moines Dickinson Dubuque Emmet Fayette Floyd Franklin Fremont Greene Grundy Guthrie	Hamilton Hancock Hardin Harrison Henry Howard Humboldt Ida Iowa Jackson Jasper Jefferson Johnson Jones Keokuk Kossuth Lee Linn Louisa Lucas	Lyon Madison Mahaska Marion Marshall Mills Mitchell Monona Monroe Montgomery Muscatine O'Brien Osceola Page Palo Alto Plymouth Pocahontas Polk Pottawattamie Poweshiek	Ringgold Sac Scott Shelby Sioux Story Tama Taylor Union Van Buren Wapello Warren Washington Wayne Webster Winnebago Winneshiek Woodbury Worth Wright
KANSAS	Cheyenne Clark Clay Cloud Coffey Comanche Cowley Crawford Decatur Dickinson Doniphan Douglas Edwards	Elk Ellis Ellsworth Finney Ford Franklin Geary Gove Graham Grant Gray Greeley Greenwood	Hamilton Harper Harvey Haskell Hodgeman Jackson Jefferson Jewell Johnson Kearny Kingman Kiowa Labette	Lane Leavenworth Lincoln Linn Logan Lyon McPherson Marion Marshall Meade Miami Mitchell Montgomery

KANSAS—Continued

Morris	Pawnee	Rooks	Sberidan	Trego
Morton	Phillips	Rush	Sherman	Wabaunsee
Nemaha	Pottawatomie	Russell	Smith	Wallace
Neosho	Pratt	Saline	Stafford	Washington
Ness	Rawlins	Scott	Stanton	Wichita
Norton	Reno	Sedgwick	Stevens	Wilson
Osage	Republic	Seward	Sumner	Woodson
Osborne	Rice	Shawnee	Thomas	Wyandotte
Ottawa	Riley			
KENTUCKY	Christian	Harrison	McCracken	Perry
Adair	Clark	Hart	McCreary	Pike
Allen	Clay	Henderson	McLean	Powell
Anderson	Clinton	Henry	Madison	Pulaski
Ballard	Crittenden	Hickman	Magoffin	Robertson
Barren	Cumberland	Hopkins	Marion	Rockcastle
Bath	Daviess	Jackson	Marshall	Rowan
Bell	Edmonson	Jefferson	Martin	Russell
Boone	Elliott	Jessamine	Mason	Scott
Bourbon	Estill	Johnson	Meade	Shelby
Boyd	Fayette	Kenton	Menifee	Simpson
Boyle	Fleming	Knott	Mercer	Spencer
Bracken	Floyd	Knox	Metcalfe	Taylor
Breathitt	Franklin	Larue	Monroe	Todd
Breckinridge	Fulton	Laurel	Montgomery	Trigg
Bullitt	Gallatin	Lawrence	Morgan	Trimble
Butler	Garrard	Lee	Muhlenberg	Union
Caldwell	Grant	Leslie	Nelson	Warren
Calloway	Graves	Letcher	Nicholas	Washington
Campbell	Grayson	Lewis	Ohio	Wayne
Carlisle	Green	Lincoln	Oldham	Webster
Carroll	Greenup	Livingston	Owen	Whitley
Carter	Hancock	Logan	Owsley	Wolfe
Casey	Hardin	Lyon	Pendleton	Woodford
	Harlan			
LOUISIANA (Parishes)	Cameron	Jefferson	Pointe Coupee	St. Tammany
Acadia	Catahoula	Jefferson Davis	Rapides	Tangipahoa
Allen	Claiborne	Lafayette	Red River	Tensas
Ascension	Concordia	Lafourche	Richland	Terrebonne
Assumption	De Soto	La Salle	Sabine	Union
Ayoelles	East Baton Rouge	Lincoln	St. Bernard	Vermilion
Beauregard	East Carroll	Livingston	St. Charles	Vernon
Bienville	East Feliciana	Madison	St. Helena	Washington
Bossier	Evangeline	Morehouse	St. James	Webster
Caddo	Franklin	Natchitoches	St. John the Baptist	West Baton Rouge
Calcasieu	Grant	Orleans	St. Landry	West Carroll
Caldwell	Iberia	Ouachita	St. Martin	West Feliciana
	Iberville	Plaquemines	St. Mary	Winn
	Jackson			
MAINE	Cumberland	Knox	Piscataquis	Waldo
Androscoggin	Franklin	Lincoln	Sagadahoc	Washington
Aroostook	Hancock	Oxford	Somerset	York
	Kennebec	Penobscot		
MARYLAND	Calvert	Dorchester	Kent	Somerset
Allegany	Caroline	Frederick	Montgomery	Talbot
Anne Arundel	Carroll	Garrett	Prince Georges	Washington
Baltimore	Cecil	Harford	Queen Annes	Wicomico
	Charles	Howard	St. Marys	Worcester
MASSACHU- SETTS	Berkshire	Franklin	Middlesex	Plymouth
Barnstable	Bristol	Hampden	Nantucket	Suffolk
	Dukes	Hampshire	Norfolk	Worcester
	Essex			
MICHIGAN	Cheboygan	Ingham	Macomb	Oscoda
Alcona	Chippewa	Ionia	Manistee	Oscoda
Alger	Clare	Iosco	Marquette	Otsego
Allegan	Clinton	Iron	Mason	Ottawa
Alpena	Crawford	Isabella	Mecosta	Presque Isle
Antrim	Delta	Jackson	Menominee	Roscommon
Arenac	Dickinson	Kalamazoo	Midland	Saginaw
Baraga	Eaton	Kalkaska	Missaukee	St. Clair
Barry	Emmet	Kent	Monroe	St. Joseph
Bay	Genesee	Keweenaw	Montcalm	Sanilac
Benzie	Gladwin	Lake	Montmorency	Schoolcraft
Berrien	Gogebic	Lapeer	Muskegon	Shiawassee
Branch	Grand Traverse	Leelanau	Newaygo	Tuscola
Calhoun	Gratiot	Lenawee	Oakland	Van Buren
Cass	Hillsdale	Livingston	Oceana	Washtenaw
Charlevoix	Houghton	Luce	Ogemaw	Wayne
	Huron	Mackinac	Ontonagon	Wexford

MINNESOTA	Cottonwood Crow Wing Dakota Dodge Douglas Faribault Fillmore Freeborn Goodhue Grant Hennepin Houston Hubbard Isanti Itasca Jackson Kanabec Kandiyohi	Kittson Koochiching Lac qui Parle Lake Lake of the Woods Le Sueur Lincoln Lyon McLeod Mahnommen Marshall Martin Meeker Mille Lacs Morrison Mower Murray Nicollet	Nobles Norman Olmsted Otter Tail Pennington Pine Pipestone Polk Pope Ramsey Red Lake Redwood Renville Rice Rock Roseau St. Louis Scott	Sherburne Sibley Stearns Steele Stevens Swift Todd Traverse Wabasha Wadena Waseca Washington Watonwan Wilkin Winona Wright Yellow Medicine
MISSISSIPPI	Covington De Soto Forrest Franklin George Greene Grenada Hancock Harrison Carroll Chickasaw Choctaw Claiborne Clarke Clay Coahoma Copiah	Jefferson Davis Jones Kemper Lafayette Lamar Lauderdale Lawrence Leake Lee Leflore Lincoln Lowndes Madison Marion Marshall Monroe Montgomery	Neshoba Newton Noxubee Oktibbeha Panola Pearl River Perry Pike Pontotoc Prentiss Quitman Rankin Scott Sharkey Simpson Smith Stone	Sunflower Tallahatchie Tate Tippah Tishomingo Tunica Union Walthall Warren Washington Wayne Webster Wilkinson Winston Yalobusha Yazoo
MISSOURI	Clark Clay Clinton Cole Cooper Crawford Dade Dallas Davies De Kalb Dent Douglas Dunklin Franklin Gasconade Gentry Greene Grundy Harrison Henry Hickory Holt Howard Howell	Iron Jackson Jasper Jefferson Johnson Knox Laclede Lafayette Lawrence Lewis Lincoln Linn Livingston McDonald Macon Madison Maries Marion Mercer Miller Mississippi Moniteau Monroe	Montgomery Morgan New Madrid Newton Nodaway Oregon Osage Ozark Pemiscot Perry Pettis Phelps Pike Platte Polk Pulaski Putnam Ralls Randolph Ray Reynolds Ripley St. Charles	St. Clair St. Francois Ste. Genevieve St. Louis St. Louis City Saline Schuyler Scotland Scott Shannon Shelby Stoddard Stone Sullivan Taney Texas Vernon Warren Washington Wayne Webster Worth Wright
MONTANA	Dawson Deer Lodge Fallon Fergus Flathead Gallatin Garfield Glacier Golden Valley Granite Hill Jefferson	Judith Basin Lake Lewis and Clark Liberty Lincoln McCone Madison Meagher Mineral Missoula Musselshell Park	Petroleum Phillips Pondera Powder River Powell Prairie Ravalli Richland Roosevelt Rosebud Sanders	Sheridan Silver Bow Stillwater Sweet Grass Teton Toole Treasure Valley Wheatland Wibaux Yellowstone
NEBRASKA	Cedar Chase Cherry Cheyenne Clay Colfax Cuming Custer Dakota Dawes Dawson Deuel Dixon Dodge Douglas	Dundy Fillmore Franklin Frontier Furnas Gage Garden Garfield Gosper Grant Greeley Hall Hamilton Harlan Hayes	Hitchcock Holt Hooker Howard Jefferson Johnson Kearney Keith Keya Paha Kimball Knox Lancaster Lincoln Logan Loup	McPherson Madison Merrick Morrill Nance Nemaha Nuckolls Otoe Pawnee Perkins Phelps Pierce Platte Polk Red Willow

NEBRASKA—Continued

Richardson	Saunders	Sherman	Thomas	Wayne
Rock	Scotts Bluff	Sioux	Thurston	Webster
Saline	Seward	Stanton	Valley	Wheeler
Sarpy	Sheridan	Thayer	Washington	York
NEVADA	Douglas	Humboldt	Mineral	Storey
Churchill	Elko	Lander	Nye	Washoe
Clark	Esmeralda	Lincoln	Ormsby	White Pine
	Eureka	Lyon	Pershing	
NEW HAMPSHIRE	Belknap	Coos	Merrimack	Strafford
	Carroll	Grafton	Rockingham	Sullivan
	Cheshire	Hillsboro		
NEW JERSEY	Camden	Hudson	Morris	Somerset
Atlantic	Cape May	Hunterdon	Ocean	Sussex
Bergen	Cumberland	Mercer	Passaic	Union
Burlington	Essex	Middlesex	Salem	Warren
	Gloucester	Monmouth		
NEW MEXICO	De Baca	Lea	Quay	Sierra
Bernalillo	Dona Ana	Lincoln	Rio Arriba	Socorro
Catron	Eddy	Los Alamos	Roosevelt	Taos
Chaves	Grant	Luna	Sandoval	Torrance
Colfax	Guadalupe	McKinley	San Juan	Union
Curry	Harding	Mora	San Miguel	Valencia
	Hidalgo	Otero	Santa Fe	
NEW YORK	Cortland	Lewis	Oswego	Steuben
Albany	Delaware	Livingston	Otsego	Suffolk
Allegany	Dutchess	Madison	Putnam	Sullivan
Bronx	Erie	Monroe	Queens	Tioga
Broome	Essex	Montgomery	Rensselaer	Tompkins
Cattaraugus	Franklin	Nassau	Richmond	Ulster
Cayuga	Fulton	New York	Rockland	Warren
Chautauqua	Genesee	Niagara	St. Lawrence	Washington
Chemung	Greene	Oneida	Saratoga	Wayne
Chenango	Hamilton	Onondaga	Schenectady	Westchester
Clinton	Herkimer	Ontario	Schoharie	Wyoming
Columbia	Jefferson	Orange	Schuyler	Yates
	Kings	Orleans	Seneca	
NORTH CAROLINA	Chatham	Greene	Mitchell	Rutherford
Alamance	Cherokee	Guilford	Montgomery	Sampson
Alexander	Chowan	Halifax	Moore	Scotland
Alleghany	Clay	Harnett	Nash	Stanly
Anson	Cleveland	Haywood	New Hanover	Stokes
Ashe	Columbus	Henderson	Northampton	Surry
Avery	Craven	Hertford	Onslow	Swain
Beaufort	Cumberland	Hoke	Orange	Transylvania
Bertie	Currituck	Hyde	Pamlico	Tyrrell
Bladen	Dare	Iredell	Pasquotank	Union
Brunswick	Davidson	Jackson	Pender	Vance
Buncombe	Davie	Johnston	Perquimans	Wake
Burke	Duplin	Jones	Person	Warren
Cabarrus	Durham	Lee	Pitt	Washington
Caldwell	Edgecombe	Lenoir	Polk	Watauga
Camden	Forsyth	Lincoln	Randolph	Wayne
Carteret	Franklin	McDowell	Richmond	Wilkes
Caswell	Gaston	Macon	Robeson	Wilson
Catawba	Gates	Madison	Rockingham	Yadkin
	Graham	Martin	Rowan	Yancey
	Granville	Mecklenburg		
NORTH DAKOTA	Cavalier	Hettinger	Nelson	Sioux
Adams	Dickey	Kidder	Oliver	Slope
Barnes	Divide	La Moure	Pembina	Stark
Benson	Dunn	Logan	Pierce	Steele
Billings	Eddy	McHenry	Ramsey	Stutsman
Bottineau	Emmons	McIntosh	Ransom	Towner
Bowman	Foster	McKenzie	Renville	Trall
Burke	Golden Valley	McLean	Richland	Walsh
Burleigh	Grand Forks	Mercer	Rolette	Ward
Cass	Grant	Morton	Sargent	Wells
	Griggs	Mountrail	Sheridan	Williams
OHIO	Carroll	Delaware	Hancock	Lake
Adams	Champaign	Erie	Hardin	Lawrence
Allen	Clark	Fairfield	Harrison	Licking
Ashland	Clermont	Fayette	Henry	Logan
Ashtabula	Clinton	Franklin	Highland	Lorain
Athens	Columbiana	Fulton	Hocking	Lucas
Auglaize	Coshocton	Gallia	Holmes	Madison
Belmont	Crawford	Geauga	Huron	Mahoning
Brown	Cuyahoga	Greene	Jackson	Marion
Butler	Darke	Guernsey	Jefferson	Medina
	Defiance	Hamilton	Knox	Meigs

OHIO—Continued

Mercer	Noble	Preble	Shelby	Vinton
Miami	Ottawa	Putnam	Stark	Warren
Monroe	Paulding	Richland	Summit	Washington
Montgomery	Perry	Ross	Trumbull	Wayne
Morgan	Pickaway	Sandusky	Tuscarawas	Williams
Morrow	Pike	Scioto	Union	Wood
Muskingum	Portage	Seneca	Van Wert	Wyandot

OKLAHOMA

Adair	Coal	Haskell	Major	Pottawatomie
Alfalfa	Comanche	Hughes	Marshall	Pushmataha
Atoka	Cotton	Jackson	Mayes	Roger Mills
Beaver	Craig	Jefferson	Murray	Rogers
Beckham	Creek	Johnston	Muskogee	Seminole
Blaine	Custer	Kay	Noble	Sequoyah
Bryan	Delaware	Kingfisher	Nowata	Stephens
Caddo	Dewey	Kiowa	Okfuskee	Texas
Canadian	Ellis	Latimer	Oklahoma	Tillman
Carter	Garfield	Le Flore	Oklmulgee	Tulsa
Cherokee	Garvin	Lincoln	Ossage	Wagoner
Choctaw	Grady	Logan	Ottawa	Washington
Cimarron	Grant	Love	Pawnee	Washita
Cleveland	Greer	McClain	Payne	Woods
	Harmon	McCurtain	Pittsburg	Woodward
	Harper	McIntosh	Pontotoc	

OREGON

Baker	Crook	Jackson	Malheur	Umatilla
Benton	Deschutes	Jefferson	Marion	Union
Clackamas	Douglas	Josephine	Morrow	Wallowa
Clatsop	Gilliam	Klamath	Multnomah	Wasco
Columbia	Grant	Lake	Polk	Washington
Coos	Harney	Lane	Sherman	Wheeler
	Hood River	Lincoln	Tillamook	Yamhill
		Linn		

PENNSYLVANIA

Adams	Carbon	Forest	Lycoming	Snyder
Allegheny	Centre	Franklin	McKean	Somerset
Armstrong	Chester	Fulton	Mercer	Sullivan
Beaver	Clarion	Greene	Mifflin	Susquehanna
Bedford	Clearfield	Huntingdon	Monroe	Tioga
Berks	Clinton	Indiana	Montgomery	Union
Blair	Columbia	Jefferson	Montour	Venango
Bradford	Crawford	Juniaata	Northampton	Warren
Bucks	Cumberland	Lackawanna	Northumberland	Washington
Butler	Dauphin	Lancaster	Perry	Wayne
Cambria	Delaware	Lawrence	Philadelphia	Westmoreland
Cameron	Elk	Lebanon	Pike	Wyoming
	Erie	Lehigh	Potter	York
	Fayette	Luzerne	Schuylkill	

PUERTO RICO
(Districts)

Aguadilla	Guayama	Mayaguez	San Juan
Arecibo	Humacao	Ponce	

RHODE ISLAND

Bristol	Newport	Providence	Washington
Kent			

SAMOA

Tutuila Island

SOUTH
CAROLINA

Abbeville	Berkeley	Dorchester	Kershaw	Orangeburg
Aiken	Calhoun	Edgefield	Lancaster	Pickens
Allendale	Charleston	Fairfield	Laurens	Richland
Anderson	Cherokee	Florence	Lee	Saluda
Bamberg	Chester	Georgetown	Lexington	Spartanburg
Barnwell	Chesterfield	Greenville	McCormick	Sumter
Beaufort	Clarendon	Greenwood	Marion	Union
	Colleton	Hampton	Marlboro	Williamsburg
	Darlington	Horry	Newberry	York
	Dillon	Jasper	Oconee	

SOUTH
DAKOTA

Armstrong	Clark	Gregory	Lawrence	Roberts
Aurora	Clay	Haakon	Lincoln	Sanborn
Beadle	Codington	Hamlin	Lyman	Shannon
Bennett	Corson	Hand	McCook	Spink
Bon Homme	Custer	Hanson	McPherson	Stanley
Brookings	Davison	Harding	Marshall	Sully
Brown	Day	Hughes	Meade	Todd
Brule	Deuel	Hutchinson	Mellette	Tripp
Buffalo	Dewey	Hyde	Miner	Turner
Butte	Douglas	Jackson	Minnehaha	Union
Campbell	Edmunds	Jerauld	Moody	Walworth
Charles Mix	Fall River	Jones	Pennington	Washabaugh
	Faulk	Kingsbury	Perkins	Yankton
	Grant	Lake	Potter	Ziebach

TENNESSEE

Anderson
Bedford
Benton
Bledsoe
Blount
Bradley
Campbell
Cannon
Carroll
Carter
Cheatham
Chester
Claiborne
Clay
Cocke
Coffee
Crockett
Cumberland

Davidson
Decatur
De Kalb
Dickson
Dyer
Fayette
Fentress
Franklin
Gibson
Giles
Grainger
Greene
Grundy
Hamblen
Hamilton
Hancock
Hardeman
Hardin
Hawkins
Haywood

Henderson
Henry
Hickman
Houston
Houston
Meigs
Humphreys
Jackson
Jefferson
Johnson
Knox
Lake
Lauderdale
Lawrence
Lewis
Lincoln
Loudon
McMinn
McNairy
Macon
Madison

Marion
Marshall
Mauri
Smith
Monroe
Montgomery
Moore
Morgan
Obion
Overton
Perry
Pickett
Polk
Putnam
Rhea
Roane
Robertson
Rutherford
Scott

Sequatchie
Sevier
Shelby
Smith
Stewart
Sullivan
Sumner
Tipton
Trousdale
Unicoi
Union
Van Buren
Warren
Washington
Wayne
Weakley
White
Williamson
Wilson

TEXAS

Anderson
Andrews
Angelina
Aranzas
Archer
Armstrong
Atascosa
Austin
Bailey
Bandera
Bastrop
Baylor
Bee
Bell
Bexar
Blanco
Borden
Bosque
Bowie
Brazoria
Brazos
Brewster
Briscoe
Brooks
Brown
Burleson
Burnet
Caldwell
Calhoun
Callahan
Cameron
Camp
Carson
Cass
Castro
Chambers
Cherokee
Childress
Clay
Cochran
Coke
Coleman
Collin
Collingsworth
Colorado
Comal
Comanche
Concho
Cooke
Coryell

Cottle
Crane
Crockett
Crosby
Culberson
Dallam
Dallas
Dawson
Deaf Smith
Delta
Denton
De Witt
Dickens
Dimmit
Donley
Duvall
Eastland
Ector
Edwards
Ellis
El Paso
Erath
Falls
Fannin
Fayette
Fisher
Floyd
Foard
Fort Bend
Franklin
Freestone
Frio
Gaines
Galveston
Garza
Gillespie
Glasscock
Goliad
Gonzales
Gray
Grayson
Gregg
Grimes
Guadalupe
Hale
Hall
Hamilton
Hansford
Hardeman
Hardin
Harris

Harrison
Hartley
Haskell
Hays
Hemphill
Henderson
Hidalgo
Hill
Hockley
Hood
Hopkins
Houston
Howard
Hudspeth
Hunt
Hutchinson
Irion
Jack
Jackson
Jasper
Jeff Davis
Jefferson
Jim Hogg
Jim Wells
Johnson
Jones
Karnes
Kaufman
Kendall
Kerry
Kerr
Kimble
King
Kinney
Kleberg
Knox
Lamar
Lamb
Lampasas
La Salle
Lavaca
Lee
Leon
Liberty
Limestone
Lipscomb
Live Oak
Llano
Loving
Lubbock

Lynn
McCulloch
McLennan
McMullen
Madison
Marion
Martin
Mason
Matagorda
Maverick
Medina
Menard
Midland
Milam
Mills
Mitchell
Montague
Montgomery
Moore
Morris
Motley
Nacogdoches
Navarro
Newton
Nolan
Nueces
Ochiltree
Oldham
Orange
Palo Pinto
Panola
Parker
Parmer
Pecos
Polk
Potter
Presidio
Rains
Randall
Reagan
Real
Red River
Reeves
Refugio
Roberts
Robertson
Rockwall
Runnels
Rusk
Sabine
San Augustine

San Jacinto
San Patricio
San Saba
Schleicher
Scurry
Shackelford
Shelby
Sherman
Smith
Somervell
Starr
Stephens
Sterling
Stonewall
Sutton
Swisher
Tarrant
Taylor
Terrell
Terry
Throckmorton
Titus
Tom Green
Travis
Trinity
Tyler
Upshur
Upton
Uvalde
Val Verde
Van Zandt
Victoria
Walker
Waller
Ward
Washington
Webb
Wharton
Wheeler
Wichita
Wilbarger
Willacy
Williamson
Wilson
Winkler
Wise
Wood
Yoakum
Young
Zapata
Zavala

UTAH

Beaver
Box Elder
Cache
Carbon
Daggett

Davis
Duchesne
Emery
Garfield
Grand
Iron

Juab
Kane
Millard
Morgan
Piute
Rich

Salt Lake
San Juan
Sanpete
Sevier
Summit
Tooele

Uintah
Utah
Wasatch
Washington
Wayne
Weber

VERMONT	Caledonia Chittenden Essex	Franklin Grand Isle Lamoille	Orange Orleans Rutland	Washington Windham Windsor
Addison Bennington				
VIRGINIA	Charlotte Chesterfield Clarke Craig Culpeper Cumberland Dickenson Dinwiddie Elizabeth City Essex Fairfax Fauquier Floyd Fluvanna Franklin Frederick Giles Gloucester Goochland Grayson Greene	Greensville Halifax Hanover Henrico Henry Highland Isle of Wight James City King and Queen King George King William Lancaster Lee Loudoun Louisa Lunenburg Madison Mathews Mecklenburg Middlesex	Montgomery Nansemond Nelson New Kent Norfolk Northampton Northumberland Nottoway Orange Page Patrick Pittsylvania Powhatan Prince Edward Prince George Prince William Princess Anne Pulaski Rappahannock Richmond	Roanoke Rockbridge Rockingham Russell Scott Shenandoah Smyth Southampton Spotsylvania Stafford Surry Sussex Tazewell Warren Warwick Washington Westmoreland Wise Wythe York
VIRGIN ISLANDS (Municipalities)	St. Croix	St. Thomas and St. John		
WASHINGTON	Cowlitz Douglas Ferry Franklin Garfield Grant Grays Harbor Island Jefferson	King Kitsap Kittitas Klickitat Lewis Lincoln Mason Okanogan	Pacific Pend Oreille Pierce San Juan Skagit Skamania Snohomish Spokane	Stevens Thurston Wahkiakum Walla Walla Whatcom Whitman Yakima
Adams Asotin Benton Chelan Clallam Clark Columbia				
WEST VIRGINIA	Gilmer Grant Greenbrier Hampshire Hancock Hardy Harrison Jackson Jefferson Kanawha Lewis Lincoln	Logan McDowell Marion Marshall Mason Mercer Mineral Mingo Monongalia Monroe Morgan	Nicholas Ohio Pendleton Pleasants Pocahontas Preston Putnam Raleigh Randolph Ritchie Roane	Summers Taylor Tucker Tyler Upshur Wayne Webster Wetzel Wirt Wood Wyoming
Barbour Berkeley Boone Braxton Brooke Cabell Calhoun Clay Doddridge Fayette				
WISCONSIN	Dodge Door Douglas Dunn Eau Claire Florence Fond du Lac Forest Grant Green Green Lake Iowa Iron Jackson Jefferson	Juneau Kenosha Kewaunee La Crosse Lafayette Langlade Lincoln Manitowoc Marathon Marinette Marquette Milwaukee Monroe Oneida	Outagamie Ozaukee Pepin Pierce Polk Portage Price Racine Richland Rock Rusk St. Croix Sauk Sawyer	Shawano Sheboygan Taylor Trempealeau Vernon Vilas Walworth Washburn Washington Waukesha Waupaca Waushara Winnebago Wood
Adams Ashland Barron Bayfield Brown Buffalo Burnett Calumet Chippewa Clark Columbia Crawford Dane				
WYOMING	Converse Crook Fremont Goshen Hot Springs Johnson	Laramie Lincoln Natrona Niobrara Park	Platte Sheridan Sublette Sweetwater Teton	Uinta Washakie Weston Yellowstone National Park
Albany Big Horn Campbell Carbon				

NOTES

21. PATENTS, TRADEMARKS, AND OFFICIAL GAZETTE

PATENTS

ABBREVIATIONS

Abbreviations with periods are set without spaces, as *U.S., r.p.m., i.e.*

Paragraph or section numbers (or letters) followed by figures or letters in parentheses will close up, as *section 7(B) (1) (a), paragraph 25(a), paragraph (a) (2), etc.*

Follow copy, except in headings, in which the names of States are abbreviated (see p. 155), but spell out Territory of Hawaii, Virgin Islands, Puerto Rico, Canal Zone, and Panama Canal Zone.

Fractions in assignments, etc., should be spelled (rule 11.28).

Mount and *Fort* in place names are spelled out.

Saint should be abbreviated *St.* in names of United States cities, but follow copy in foreign patents (*St., Saint, Ste., Sainte*). Sections of cities should be printed *N.W., E.C., etc.*

Follow copy in the use of the word *Figure* or the abbreviation *Fig.* when followed by numeral where reference is made to figures of the drawings.

Use *etc.* in headings, but follow copy (*&c.* or *&tc.*) elsewhere.

Spell out $\&$ wherever it appears in copy, except in the names of firms and corporations, where copy should be followed.

Abbreviations used in chemical and mathematical equations should be followed.

Some of the abbreviations commonly used in patent work are as follows:

A.C. or A.-C., alternating current
A.F., A.-F., or AF, audiofrequency
A.F.C. or AFC, automatic frequency control
A.G.C. or AGC, automatic gain control
a.m., ante meridiem
A.M. or AM, amplitude modulation
A.N., acid number
A.P.I. or API, American Petroleum Institute
a./s.f. or a.s.f., amperes per square foot
A.S.T.M. or ASTM, American Society for Testing Materials
A.U., angstrom units
A.V., acid value
A.V.C. or AVC, automatic volume control

b./d., barrels per day
B.H.P., brake horsepower
b.p.s.d., barrels per stream day

C., centigrade, cent.
ca or ca., circa (about)
C.B.M., constant boiling mixture
cc., cubic centimeter
c.f.m., cubic feet per minute
C.F.R. or CFR, Cooperative Fuel Research
c.f.s., cubic feet per second
C.G., center of gravity
c.g.s., centimeter-gram-second
C.P., constant pressure
cp. or cpe., cps., centipoise(s)
c.p.m., cycles per minute; also, counts per million
C.R., cathode ray
C.R.T., cathode ray tube
c./s. or c.p.s., cycles per second
cs., centistoke
C.W., continuous wave
cwt., hundredweight

D (optics), sodium line of solar spectrum
D.B., dry basis
db, decibel

D.C. or D.-C., direct current
D.F., direction finder
D.P.H., diamond pyramid hardness

E.C.C., electrical continuous cloth
E.M.F. (plural E.M.F.'s), electromotive force
E.M.U., electromagnetic unit
E.P., end point

F.H.P., friction horsepower
F.M. or FM, frequency modulation
f.p.s., feet per second

g (optics), hydrogen line of solar spectrum
g or G (acceleration)
g.p.d., grams per denier
g.p.g., grams per gallon
g.p.m., gallons per minute

HF, combination of hydrogen and chloride
H.F., H.-F., or HF, high frequency
Hlm., Hefner lumens
H.P.M.V., high pressure metal vapor
Hz., cycles per second (German)

I.A.C.S., International Annealed Copper Standard
I.F., I.-F., or IF, intermediate frequency
IR, current times resistance
I.V., initial velocity

kc.s. or kc./s., kilocycles per second
k.e.v. or kev., kiloelectron volts
kgr., kilogram
kHz., kilohertz
K.V., kinematic viscosity
k.v.a., kva., or kv.-a., kilovolt-ampere
k.v.p., kv. p., or kvp., kilovolts peak
kw., kilowatt

L.P.G., liquefied petroleum gas

M, molecular weight
ma., milliamperere

M.A.C., mean aerodynamic chord	R.M.S., root mean square
M.E.P., mean effective pressure	r.p.m., revolutions per minute
m. eq., me., or meq., milliequivalent	S.A.E. or SAE, Society of Automotive Engineers
m.e.v., million electron volts	s.c.f., standard cubic foot
M.M.F., magnetomotive force	s.c.f.m., standard cubic feet per minute
m.p.h., miles per hour	s.f.m. or s.f.p.m., surface feet per minute
M s.c.f., thousand standard cubic feet	S.P.D.T., single pole double throw
M.T.D., mean temperature difference	S.P.S.T., single pole single throw
μ f. or mfd., microfarad	S.U.S. or SUS (also S.S.U. or SSU), Saybolt Universal seconds
m μ g., millimicrograms	S.U.V. or SUV, Saybolt Universal viscosity
mM., millimoles	S.W.G., standard wire gauge
N, normal	T.M., time modulation
N.N., neutralization number	t.p.i., turns per inch (yarn)
N.P.A. or NPA, National Petroleum Association	T.R.F., tuned radiofrequency
N.T.P., normal temperature and pressure	T.S., tensile strength
O.D., outside diameter	TV, television
pf., picofarad	U.H.F. or UHF, ultra high frequency
PIV or P.I.V., positive infinity variable	u./mg., units per milligram
p.m., post meridiem	V.F., voice frequency
P.P.I., plan position indicator	V.G.C., viscosity gravity constant
p.p.m., pounds per minute (also parts per million)	V.H.F. or VHF, very high frequency
p.s.i.a., pounds per square inch absolute	VI or V.I., viscosity index
p.s.i.g., pounds per square inch gauge	V.L.F. or VLF, very low frequency
R.&B., ring and ball method	V.P., variable pressure
R-C, R.C., or RC, resistance-capacitance	v./v./hr., vibration velocity per hour
REP or R.E.P., Roentgen equivalent physical	W.C.F., Watson characterization factor
R.F., R-F, or RF, radiofrequency	Y.P., yield point
R.H., relative humidity	

CAPITALIZATION

Capitalize *Letters Patent* whether standing alone or followed by a numeral. Capitalize *Patent, Design, Reissue, Certificate, Serial, Sheet, Plate, Diagram, Case, and Division*, where followed by a numeral, in any one of the following forms:

Patent No. 680,180	Design No. 10,500	Plate 1
my Patent No. 680,180 or	Reissue No. 14,500	Diagram 1
my patent. No. 680,180	reissued Patent No. 14,500	Case A
Patent 680,180	Reissue Patent No. 14,900	Equation 1
British patent specification	Serial No. 1	Formula 1
No. 162,578 but British	Sheet 1	Division A
Patent No. 162,578	Example 1	

Lowercase *patent statutes*.

Proper nouns used as adjectives should generally be capitalized. There are a few exceptions to this rule. (Refer to list of words in common use in patents, p. 266.)

Capitalization should be followed on unfamiliar terms or where there is some doubt as to their import.

Follow copy on such terms as *Danger position* or "*danger*" position; *On position* or "*on*" position; "*Off*" position, etc.

Follow capitalization or quotation marks on legends which appear on drawings, devices, blank forms, etc.

Capitalize the word *Figure* spelled or abbreviated, if followed by a numeral, where reference is had to figures of the drawings.

Capitalize the following where reference is had to a geographical subdivision of a foreign country and where used in connection with the name thereof:

Canton (Switzerland and Luxembourg)	Prefecture (Japan)
Commonwealth (Australia)	Principality
Department (France, etc.)	Province
Dominion, District (Canada)	Provincial District (New Zealand)
Duchy or Grand Duchy	Republic
Empire	State
Federal District (Brazil, Mexico, and Venezuela)	Territory
Kingdom	Union (South Africa)
Län (Sweden)	Vilayet (Turkey)

Capitalize the scientific names of plants and animals where reference is had to the genus, order, or family, but always lowercase the species, as *crispus* (species), *Chondrus* (genus), *Chondrus crispus* (genus and species), Algae (order). Where reference is had to an individual member of an order, lowercase, as an alga (or the algae) of the genus *Chondrus*.

Capitalize the principal words of titles of books, magazines, and other publications, as well as titles of articles therein.

Capitalize the principal words of titles of inventions where preceded by the word *entitled*, as: *The invention shown in my Patent No. 530,410, entitled, Variable-Speed-Transmission Gearing*; also capitalize the principal words of title of invention in text when referring to title of previous patent in connection with date and serial or patent number.

Where part of an incorporated name, capitalize the word *city*, as Kansas City, Oklahoma City, Jersey City, etc.; but lowercase New York city, etc.

Names of individuals comprising lowercased *de*, *von*, etc., and such terms as *nee* (or *née*) and *geboren*, should be printed in lowercase.

Style for use of lowercase and capital letters following hyphen:

2-amino	A-amino	α,β -Amino
p-Amino	δ -Amino	α,δ -Amino
α -Amino	Δ -amino	A, Δ -amino

NOTE.—After Greek capital letters word is lowercase, but after Greek lowercase letters word is capitalized.

FIGURES

Follow copy, except in assignments in headings, where figures should be spelled. Change *Figure one*, *Fig. two*, etc., in the text to *Figure 1*, *Fig. 2*, etc. Change *claim one* to *claim 1*, etc. Follow Roman numerals.

GOTHIC

All letters and figures relating to shape should be in gothic, except I. Where copy has tee shape, change to T shape, but follow "magic tee" or "magic T"; eye beam, change to I beam, but eye bolt; ell, change to L; in the form of an A; the A frame; the Y; in the shape of an 8. Plurals are formed by adding apostrophe and letter s, as T's. Do not quote gothic, as "A" frame. If quotes are in copy, omit them. Golf tee should be spelled, as it does not indicate shape. No gothic in heads.

ITALIC AND ROMAN

Italic must be used in the Latin names of plants and animals where reference is had to the species (as *tuberosa*) or to the genus followed by the species (as *Asclepias tuberosa*); but roman should be used where reference is had to the genus alone (as *Asclepias*) or to the order (as *Asclepiadaceae*). Also italicize the names of vessels and titles of cases in citations, as *Smith et al. v. Brown*; the *Brown Case* (180 O.G. 306).

Roman should be used in the Latin names of medicines, diseases, anatomical terms, chemicals and dyestuffs, geological and mineralogical terms, Latin words and phrases generally, and in titles of books, magazines, and other publications.

In equations, inferior letters are always set in italic but set in roman elsewhere. Thus: $2_i + t_A$; the table 2_i or the table t_A , etc.

Use roman in obvious phrases and words, such as *supra*, *infra*, *prima facie*, etc. Only such words should be set in italic as have been marked by the copy editor, except that Latin names of plants and animals should be set in italic in accordance with the above rule, even if not so marked in copy.

In mathematical equations and chemical formulas, letters representing unknown quantities, etc., are set in italic, but symbols and abbreviations of names of functions, processes, or elements remain roman, even though without punctuation. Thus—

$$x^2yz + kl = 1$$

$$\tanh a \cos b = \sin c$$



LEADER AND TABULAR WORK

Aline decimal points only when specifically prepared to aline by copy preparer or when table has a total.

SAMPLES OF LEADERWORK IN PATENTS IN PREFERRED ORDER

Refractive index -----	1.4611 at 21° C.
Boiling point -----	168.2° C.
Thiocyanate number -----	Nil
Catalyst temperature, ° C. -----	300 to 320
Pressure atmosphere -----	1
Index of refraction of effluent (n_D^{20}) -----	1.4393
N-methyl-para-aminophenol sulfate -----grams--	0.8
Borax -----do-----	3.0
Water -----cc-----	500
Ammonium hydroxide—28% (same amount as used in each process) -----grams--	210
Naphthenic acid (A.N. 235) hydrogenated rosin mixture of which 15% is hydrogenated rosin grams--	357
Lead litharge -----	5% to 95%.
Basic lead sulphate -----	5% to 30%.
Normal lead sulphate -----	40 cc./lb. to 90 cc./lb.
Mixing time -----	5 sec. to 5 min.
Paste density -----	60 to 78 g./cu. in.
Catalyst -----	Iron.
Pressure -----	230 lb./in. ² , gage.
Space velocity -----	5.14 cu. ft. CO, measured at 60° F. and 1 atmosphere, per pound of iron per hour.
CO concentration in feed --	9.3% by volume.

SAMPLE OF REFRACTIVE INDEX TABLE

[Aperture ratio 1:4.35]

Lenses	Radii	Thicknesses and Separations	n_d	v	$\Delta n/r$
L _I -----	$r_1 = +0.577316\text{-}f$	$d_1 = 0.06778\text{-}f$	1.74400	44.9	+1.288722/ f
	$r_2 = +1.31122\text{-}f$	$l_2 = 0.00311\text{-}f$			-0.567410/ f
L _{II} -----	$r_3 = +0.391438\text{-}f$	$d_3 = 0.10821\text{-}f$	1.66672	48.4	+1.703258/ f
	$r_4 = \infty$	$d_4 = 0.01710\text{-}f$			0.000000
L _{III} -----	$r_5 = +0.261622\text{-}f$	$l_5 = 0.28451\text{-}f$	1.62536	35.6	-2.390319/ f
	$r_6 = -0.293543\text{-}f$	$d_6 = 0.03109\text{-}f$			-2.520925/ f
L _{IV} -----	$r_7 = -2.77122\text{-}f$	$l_7 = 0.00694\text{-}f$	1.74000	28.2	+0.267030/ f
	$r_8 = -2.07811\text{-}f$	$d_8 = 0.08084\text{-}f$			-0.358018/ f
L _V -----	$r_9 = -0.388640\text{-}f$	$l_9 = 0.00311\text{-}f$	1.74400	44.9	+1.914368/ f
	$r_{10} = +10.8747\text{-}f$	$d_{10} = 0.08395\text{-}f$			+0.068416/ f
L _{VI} -----	$r_{11} = -0.711298\text{-}f$		1.74400	44.9	+1.045975/ f

REFERENCES CITED

"References cited" line in patents and designs should read as follows:

References Cited in the file of this patent

"References cited" line in reissues to read as follows:

References Cited in the file of this patent
or the original patent

In listing foreign patents, the actual name of the country must be given. For example, if a British patent has been cited, the country is to be listed as Great Britain or England, a Dutch patent as Netherlands or Holland, a French patent as France, a Swiss patent as Switzerland, etc. The name of the country is not to be abbreviated.

Centerheads.—References Cited, 8 points before and 4 points after. United States Patents, Foreign Patents, and Other References, 4 points each side.

Name column.—Spacebands at each end of leaders.

Date column.—Spell out May, June, and July; abbreviate all other months.

Country column.—Spacebands at each end of leaders.

Number column.—Under both United States Patents and Foreign Patents, all figures align on right.

Indent all 7-figure lines 1 en space.

Indent all 6-figure lines 1 em and 1 thin space.

Indent all 5-figure lines 1 em, 1 en, and 1 thin space.

Set Reissues and Plant Patents flush on left using thin space after Re. and en space after P.P.

SAMPLE OF ALINEMENT FOR PATENTS AND DESIGNS

References Cited in the file of this patent

UNITED STATES PATENTS

Re. 20,000	<input type="checkbox"/> <input type="checkbox"/>	Ubbelholde -----	July 13, 1937
		<input type="checkbox"/> (Original No. 45,834)	
P.P. 1,200		Schwartz -----	Jan. 8, 1935
D. 115,856		Jones -----	Jan. 1, 1941
1,945,330		Nord -----	Jan. 30, 1934
2,249,745		Charch -----	July 22, 1941

FOREIGN PATENTS

2,463,544	<input type="checkbox"/> <input type="checkbox"/>	France -----	Jan. 21, 1941
33,893		France -----	Mar. 26, 1929
		<input type="checkbox"/> (Addition to No. 634,700)	
424,229		Great Britain -----	Feb. 18, 1935
236,569		Great Britain -----	Feb. 6, 1943
of 1942			
256,724		Great Britain -----	of 1934

OTHER REFERENCES

"Drying and Dehydration of Foods," by Von Loesecke, pp. 158 and 159. (Copy in Division 63.)

"Fundamentals of Dairy Science," Associates of Rogers, pp. 201 and 202. (Copy in Division 63.) Second edition. Adkins: Reactions of Hydrogen (U. of Wis.), p. 87 (1946).

Ser. No. 362,608, Bachle et al. (A.P.C.), published Apr. 20, 1943.

SAMPLE OF ALINEMENT FOR DESIGNS

D. 45,856	<input type="checkbox"/> <input type="checkbox"/>	Jones -----	Jan. 1, 1935
D. 115,856		Jones -----	Jan. 1, 1941
2,321,066		Dense et al. -----	June 8, 1943

Indent all 6-figure lines, D. and 1 thin space.

Indent all 5-figure lines, D. and 1 en space and 1 thin space.

MISCELLANEOUS

Notice if patent is a *division*, a *continuation*, a *refile*, a *no fee*, a *no drawing*, or has *foreign application*, and make head read accordingly. New matter supplied in the head, not appearing on file, must be queried.

Copy should be followed as to the use of the noun *drawing* or *drawings*.

In formulas and equations close up all symbols, also reference letters unless separated by commas.

Care must be taken to see that claims are properly numbered. Where reference is made in a claim to the number of a preceding claim, see that the proper number is used when claims have been renumbered. If the claim for the Official Gazette refers to another claim, the reader must query the claim.

Serial number on file and copy must be checked as well as folios top and bottom.

In all numbered paragraphs *other than claims*, the figure will be set in parentheses.

In patents signed by an executor or administrator, the pronouns should be changed and queried. Examples: Change *I claim* to *What is claimed is*; *My invention* to *The invention*, etc.

Territory of should be inserted before *Hawaii* and *Guam* if omitted from jacket. In Canadian, Australian, New Zealand, Union of South Africa, Republic of the Philippines, and Mexican (except Mexico City) patents, supply name of Province or State.

Figures of less than six digits should not be broken at the end of a line. If a break is unavoidable, divide on the comma, retain it, and use a hyphen. However in chemical terms, such as, for example, 1,2,4,5,6-anthraquinone, do *not* use hyphen at end of line when break between figures is necessary, but retain the comma.

In equations, inferior letters or figures precede superiors if typed together; but follow copy if superior appears first. If either inferior or superior is too long, then the two are alined on the left and must be hand set.

SPELLING

Webster's New International Dictionary, current edition, is recognized as the standard authority in the spelling and division of words. Where the dictionary recognizes different forms of spelling the same word, follow the form given in copy. Hackl's Chemical Dictionary is used for chemical words and terms.

Authorities for the spelling of geographic names (local and foreign) are listed in the order of their preference: Decisions of the U.S. Board on Geographic Names; U.S. Directory of Post Offices; Columbia Lippincott Gazetteer of the World; Webster's Geographical Dictionary; New World Loose Leaf Atlas; Rand McNally Atlas. No accented letters are used in geographic names.

Follow copy for suffixes *ize* and *ise*.

List of common and preferred forms

acetyl, acyl	benzol, benzole	bus, buss; pl. buses, busses
actuatable, actuatable	bib (child's apron)	by-pass, bye-pass, bypass
airplane, aeroplane	bibb (faucet)	
align, aline	bitting	cacao (seed)
alkalies, alkalis	Blangas	candelilla (wax of plant)
Allen wrench	blucher shoe	canton flannel
aluminum, aluminium	bluing, blueing	capacitive, capacitative
ampoule, ampul, ampulla,	bootees, booties	carbide (only)
ampule	bouillon (soup), bullion	carburation, carburetion
anaeric	(metal)	carburetor, carbureter, car-
Angstrom or angstrom unit	Bourdon tube	burator
aquadag	Bowden wire	Cardan shaft
Argand burner	brassiere or brassiere	carline, carling (construc-
arsenic (compounds)	brier, briar	tion)
arsinic (acids)	Brigg's logarithms	carnauba wax
artesian well	Bright's disease	carrousel
Axminster rug	Brinell	cascade (circuit)
azo dyestuffs	Bristol board	cascade (tuner)
	britannia ware	caster, castor; castor bean
B flat	Brix hydrometer	cat whisker
babbitt	broom, broach (pin)	celium
Babbitt metal	brown mixture	cementitious (only)
ball, bale (interchangeable)	Brussels sprouts	chaise longue
balata	Bunsen burner	pl. chaises longues
Basel (town), Basle (firm)	bur (prickly covering)	chamfer, chamfier, champer
Baumé, Beaumé, Bé.	burned, burnt	changeable (only)
benzene, benzine	burr (tool)	

charr (fish), char, chare (to burn)	frayer, frier Fuller valve fuller's earth fuse, fuze fuselage	lavalier, lavalier, lavallière Lecher wire lehr, leer lens, pl. lenses Levers lace liquefy, liquify lithopone lodgment, lodgement longéron losser circuit lossy loupe (jeweler's) louver, louvre Lumière luminaire
chianti belt Chianti wine chifforobe china clay China-wood oil chute, shoot, chute cipher, cypher circuitry citrus, citrous clevis cliché closable, closeable coea (drug) cocoa (made from cacao seed) coky (cokelike) communicable (only) condensable, -ible condenser (only) conduit, conduct condulet Congo red congress boot connectible, -able connector, connector contractable, -ible conveyor, conveyor cophasely, cophasally corselets corsetlets coumarin, coumarone, coumarone coupé or coupe crème crepe, crape, crêpe crepe de Chine cyanide (only)	Garnett machine gauge, gage, guage gelatin, gelatine Geneva gear gettering gilsonite or Gilsonite gimbal ring glacé or glace glining (only) Gnome engine grabbots (cotton refuse) Gramme ring gramophone graphéehon grill (broiler) } interch. grille (grating) } grommet, gromet, grummet Gruyère guayule Gulf Coast oil gum arabic	macadam road Mach machinability machinable mah-jongg maltha (mineral tar) mandrel, mandril manoeuvr, manoeuvre Mangin mirror manila paper manila rope manipulable, manipulatable mansard roof mantel, mantle (fireplace) mantle, mantel (cloak) marcelling Marcel wave medicament (not medicant) megohm (measure) metalation mho (reciprocal of ohm) microhm (measure) Mid-Continent oil mil (no period—wire measure) Miller hook milo grain miscella (solvent and tallow mixed) Minié rifle mitered, mitred moiré (v. and adj.) moire (n.) mol., mols., mol, mols, mole, moles (fol.) montau wax morocco binding movable, moveable mucus (n.), mucous (adj.) multiplying mutor
damar dammar varnish dawsonite decibel dee (voltage) deflectable, -ible diarrhea, diarrhoea dieing (stamping) diesel engine disassemble dislodgment, dislodgement dispatch, despatch distilland Dobell's solution doré bullion doup (weaving)	Hamburg steak hamburger } follow in text Hamburger } hawser, hauser height, highth, hight, height henrys, henries hindrance, hinderance Holland gin holland linen horsepower humidistat or humidostat hydrophilic hyposulphite (not hypo-sulfite) hypotenuse, hypotheruse	
eau de Cologne eccentric, excentric éclair eddy current Eddy kite embed, imbed empennage enclose, inclose engageable (only) expandable, -ible expandible extendable, -ible extensible eye-bolt, eyebolt, eye bolt (not I bolt) eyeleting	I.B.X. (intermediate branch exchange) I beam (see eye-bolt) ignitable, -ible ignitron impeller, impellor in any wise india ink, India ink Indian corn in no wise input, imput insertable, -ible in so far or insofar insomuch interiorly, interially (not interiorally) introducible	
factis (solidified oil) felly, fellow Ferris wheel feterita (grain) filet (lace) filtrable Fischer-Tropsch flier, flyer Formalin or formalin Foudrinier machine Friedel-Crafts frusto, frustro frustum, frustum	Jacquard or jacquard loom (lowercase all others, as: jacquard motion, etc.) jam, jamb (pressure, nut) jamb, jambe (door) japan varnish joule (unit of energy) Joule's (cycle, law, or equivalent) junction kafir, kaffir kaoliang (grain) Kassel (not Cassel) Keen's or Keene's cement Kelly (adj.), kelly (n.) Kelvin scale, or K. kerosene, kerosine kieselguhr kilogram, kilogramme kraft paper (not craft) Krefeld (not Crefeld) Kreis	nacelle naphtha, naphtha naphthalene, naphthaline naphthol, naphtol navy blue neat's-foot oil negligee, negligé negligible, negligible neon neoprene nick, knick nickel (metal or coin) (only) Nicol prism nicotine, nicotin noble metal nozzle, nozle n-pole dynamo nth degree nylon
		ogee shape (not O.G.) operable, operatable os calcis oscillatable, oscillable overlie oxford shoe oxidation, oxidization oxide, oxid, oxyde, oxyd Oxo or oxo

pantograph (only)	replaceable (only)	thermistor
papier-mâché or mache	resin, rosin	thermosiphon, thermosiphon
paraffin, paraffine	resistor, resister	threadably, threadedly
Pará rubber	résumé	thresh, thrash (beat grain)
Paris green	retractable, retractible	through, thru
pasteurize	revolvable, revolvable	thumb, thum
pâté (pie)	revolubly, revolvably	Thyratron or thyatron
payed out (as a rope)	Riggs' disease	tier (to tie)
P.B.X (private branch ex- change)	Rochelle salt	Tinken bearing
peen, pein	rotary, rotatory, rotarily	tire, tyre (of a wheel)
pendant, pendent (n. or adj.)	rotatable (not rotable)	Tonne meters (Tm.)
percent	Russia leather	tonsillitis, tonsillitis
peripheral, peripherial	rutile, routile	torchère
peripheral	saccharin (a bitter white lac- tone)	torsional, tortional
Phillips screw	saccharine (s u g a r substi- tute)	transferrer, transferror
phone	salable, saleable	transmitter
phosphorus, phosphorous	salvarsan	transponder
Pilsen	Samson post	transversely, transversally
pimento, pimientó	saxophone	trippable
pincers	Saybolt Universal	tunny, tuna (fish)
pitman, pitmans	scallop, scollop	Turkey red
pitmen (workmen)	Scotch tape	turmeric (not tumeric)
Pitot tube	Selsyn or selsyn	tuyère, twyer, or tuyere
pivotably	selvage, selvedge	Twaddell, or Twad.
pivotal, pivotable	separatable	tying, tieing, tied
pivotaly, pivotly (not piv- otedly)	separator (only)	ultr (radio)
plaster of Paris	servomotor, servo-motor, or servo motor	uniflow, unaflow
platen, platten, plattin	setttable	un-ionized
pliers, plyers	shelf (noun), shelve (verb)	un-sanitary
pliotron	shellac, shellack, shell-lac, shell-lacked	utilized
ply, plie, plies	shoofly, shooflys	valance (fabric)
Pontianak gum	singletree, swingletree	valence (chemistry)
portière	siphon, syphon	varistor
Portland cement	sirup, syrúp	Venetian blind
practice, practisce (n., v.)	sisal rope	venturi, pl. venturis
preventer	sley, slay (knitting machin- ery)	Venturi or venturi tube
projectable, projectible	slidable, slideable	vernier clutch
Prony brake	soy, soya, or soja bean	video
propellant (n.); when used in combination follow copy, as propellant powder or propellent powder	spaceable	vinal
propeller (only)	spigot, spicket	visor, vizer
Puerto Rico	squeegee	viz or viz.
purée, puree	Stillson wrench	vodas
pylon	strop, strap	vogad
quantitative, quantative, quantitive	style, stylus, styli, styluses	voltolized
rabbet (carpentry)	suede	wagon, waggon
radical, radicle (chem.)	sulph, sulfo, etc.	Wheatstone bridge
Raney nickel	swage, swedge	Wien bridge
rarefy, rarify	syncro	wienerwurst
Raschig ring	taboret, tabouret	Wilton carpet
raster	taintier	woolen, woollen
reciprocal, reciprocatable	taxiing, taxying	woolly, wooly
reinforce, reenforce	therefor (in return for that or this)	York (not yelk)
registrable, registerable	therefore (consequently)	yoshino paper
releasable (only)	only	Young's modulus
repellent, repellant (n. and adj.)	thermion	zed shape
	thermionic	zinc, zink

USE OF TRADE NAMES IN PATENTS

Proper usage of trade names requires that they be capitalized at all times. The following is a partial list of trade names which may appear from time to time in patents, and such marks should be capitalized. Follow copy regarding any apparent trade name not in this list.

Alemite	Fathometer	Plastacelle
Alpha (protein)	Fiberglas	Plexiglas
Alphasol	Filtrol	Pliofilm
Al Si Mag	Flexo-seal	Pliolite
Alumel	Foamite	Plowax
Alundum	Freon	Polane
Ameripol		Polaroid
Anchor (fence)	Geon	Polymerin
Areskap	Glyptal	Porocel
Aresket	Gyropilot	Push-Back (theater chairs)
Aresklene	Gyrosyn	Pyralin
		Pyrex
Bactratycin	Hercolyn	
Bakelite	Hydroseal	Refinite
Benzedrine	Hyex	Resinox
Bimorph		Revertex
Black Leaf 40	Igepon	Rocklath (plasterboard)
Blendor (Waring)	Inconel	Rockwell (tester)
Blue Rock (clay target)	Intertype (typesetting)	
Bobbie (bobby pin)	Invar	Santomerse
Buna	Iron-Clad (batteries)	Scotch (pressure-sensitive tape, etc.)
Butyl (rubber)		Shakeproof
	Kodak	Sheetrock
Calgon	Kodapak	Solvesso
Calrod	Koroseal	Speed-Nut (fastener)
Carbitol	Kovar	Steel-Flex
Carbofrax		Stellite
Carborundum	Lastex	Steri-Pad (surgical dressing)
Catalin	Lavite	Stiflex
Caterpillar (tread)	Leatherette	Sylphon
Celauese	Lexide	Sylphrap
Celastic	Linotype	Synpor
Cellosolve	Lucite	Syntron
Cellucotton (surgical dressing)	Lux	
Celluloid (plastics)	Masonite	Talon (fastener)
Celotex	Methocel	Technicolor
Chevron (machinery packing)	Micarta	Teflon
Chlorex	Modutrol	Teletype
Chromel (alloy)	Monel (metal)	Textolite
Coca-Cola	Monotype	Thermit
Coke	Mycalex	Thermos (vacuum bottle)
Corex		Thiokol
Croquignole	Nekal	Transite
Cyclone (fence)	Neon (signs)	
	Nichrome	Uformite
	Nicofume	Urotropin
	Nitralloy	
Dacron	Novex	Vacumatic
Danforth (anchor)		Varsol
Decalin	Orlon	Vaseline
Deepfreeze (home freezer)		Verichrome
De-Ion	Paraplex	Victrola
Dry Ice	Perbunan	Vinylite
Dulux	Permalloy	Vinyon
Duraloy	Permutit	Viscoloid
Duraplex	Phosphor bronze	Vistac
	Photostat	Vistanex (-Medium)
Electro-Silicon	Photronic	Vultex
Elektron	Phytin (pharmaceutical product)	
Emulphor	Ping-pong	Zip
Fairprene		Zipper (heels)

PLURALS

Follow copy in the Latin or English forms for plurals where both forms are recognized. A few are:

abacus, pl. abacuses or abaci	helix, pl. helixes or helices
antenna, pl. antennae; E., -nas	lamina, pl. laminae
apex, pl. apices or apices	latex, pl. latices
apparatus, pl. apparatus, apparatuses	matrix, pl. matrices or matrixes
callus, pl. calli	medium, pl. mediums or media
candelabrum, pl. candelabrum or candelabra	spatula, pl. spatulas
fascia, pl. fasciae	speculum, pl. speculums or specula
frustum, pl. frustums or frusta	stylus, pl. styli or styluses

Collective nouns, such as *pair*, *series*, *mechanism*, *goods*, *type*, etc., may be regarded as either singular or plural, and copy should be followed.

POSSESSIVES

Correct errors in the use of the apostrophe in the possessive case. Follow document style. (See pp. 66-67.)

PUNCTUATION

Follow copy, except in headings.

In the figure description, delete all punctuation between the numeral and the verb.

Commas should not be used for periods in decimal fractions.

In equations, follow copy in use of center and regular points.

REFERENCE LETTERS AND FIGURES

Reference figures of drawings should be set in boldface type.

Where copy has capitals, use roman capitals, and when copy has lowercase letters, use lowercase italic, as "the wheel A has a rim *a* and spokes *b*; the hub B is of iron; the wrapper *Wr* is of paper."

Where superior reference letters run up to "x", use the superior letter "x"; otherwise use superior multiple. Where superior figures are used, the superior cipher should be used, and not the letter "o" or a degree mark. Where other superior letters are used, the superior letter "o" should be used.

Where copy has reference characters written —12—, "12," (12) or —A—, "A," (A) consistently throughout patent, cancel dashes, quotation marks, or parentheses. When copy preparer meets with exceptions to this rule, he should mark copy "follow."

Follow copy as to *a1, a2, 1a, 1b, etc.*, or *a¹, a², 1^a, 1^b, etc.* Copy should be followed in respect to the prime mark or superior "°"; thus: "The wheels *a'* and *a²*" or "The wheels *a¹* and *a²*." Some typewriters use the prime mark for "°", after passing "°", as: *a⁰, a¹, a²*, etc., which should be changed to *a¹⁰, a¹¹, a¹²*, etc.

Since most typewriters use same character for figure 1 and lowercase letter l, cipher and capital O, all such characters will be printed as figures unless otherwise marked.

If apostrophes are used for primes, change to primes.

Use the en dash where a letter is followed by a figure (A-15), or vice versa (15-A).

Use the em dash where figures or letters occur in pairs (127—127), (127—127A), (A—A), (7*d*—7*e*), (A—A5); or when a figure with a letter is followed by another figure and/or letter (8*c*—11*d*), (7*a*—11), (7*a*—A), or vice versa.

Samples of reference letters and figures with regard to use of en and em dashes when used in combinations:

127—127	A—A	7 <i>d</i> —7 <i>e</i>
127—127 <i>a</i>	A-15	8 <i>a</i> , 8 <i>c</i> —71, 7 <i>m</i>
6-J-42	15-A	

Fig. 3-A or Fig. 3-*a* (if dash in copy), *but* Fig. 3A or Fig. 3*a*

Exceptions: When combinations of numbers or letters are followed by the word "inclusive" or when a number of references in groups (three circuits 74-76) is specified, or when it is obvious from copy that a series of figures is intended, use en dash.

NAMES IN PATENT HEADINGS

Copy signed

deBoise, jr.
DeBoise 3d
Macdonald 3rd
Mac Donald III
Mc Murray
VanArsdale
Vanarsdale

Print head

de Boise, Jr.
De Boise 3d
Macdonald 3rd
MacDonald III
McMurray
Van Arsdale
Vanarsdale

EXAMPLES OF HEADINGS

The following examples are intended to serve as a general guide:

- (1) Straight Reissue
Original No. 1,087,735, dated February 17, 1914, Serial No. 762,048, April 18, 1913. Application for reissue May 15, 1916, Serial No. 913,970
- (2) Reissued Design
Original No. 37,504, dated August 8, 1905, Serial No. 262,949, March 10, 1902, for 14 years. Application for reissue January 14, 1913, Serial No. 742,086. Term of patent 14 years
- (3) Continuation of Design Application
Continuation of design application Serial No. 120,637, June 4, 1945. This application February 6, 1946, Serial No. 121,583
- (4) Reissue of a Division (or Continuation)
Original No. 2,108,538, dated February 15, 1938, Serial No. 148,245, June 19, 1937, which is a division of Serial No. 757,644, December 15, 1934. Application for reissue May 23, 1938, Serial No. 209,594
- (5) Reissue, Divided and Reissued
Original No. 1,879,910, dated September 27, 1932, Serial No. 285,414, June 14, 1928. Reissue application September 25, 1934, Serial No. 745,480. Divided and this application for reissue March 26, 1935, Serial No. 13,182
- (6) Reissue of a Reissue
Original No. 1,566,099, dated December 15, 1925, Serial No. 563,527, May 25, 1922. Reissue No. 16,669, dated July 5, 1927, Serial No. 111,175, May 24, 1926. This application for reissue November 11, 1931, Serial No. 574,390
- (7) Straight Division
Original application July 24, 1922, Serial No. 577,035, now Patent No. 153,416, dated June 23, 1925. Divided and this application August 6, 1924, Serial No. 730,429.
- (8) Division of Two Applications
Original applications May 10, 1907, Serial No. 372,980, and December 11, 1908, Serial No. 467,087. Divided and this application March 28, 1910, Serial No. 552,082
- (9) Original Divided and Again Divided
Original application August 26, 1921, Serial No. 495,504, now Patent No. 1,592,387, dated July 13, 1926. Divided and application September 25, 1924, Serial No. 739,882, now Patent No. 1,696,103, dated December 25, 1928. Again divided and this application December 11, 1928, Serial No. 325,307
- (10) Division of a Division
Application December 27, 1932, Serial No. 649,000, which is a division of application Serial No. 534,599, June 11, 1931, now Patent No. 2,003,636, dated June 4, 1935. Divided and this application August 2, 1933, Serial No. 683,364
- (11) Division of a Division (Without Patent Number)
Application August 21, 1943, Serial No. 499,570, which is a division of application Serial No. 359,525, October 3, 1940. Divided and this application July 3, 1944, Serial No. 543,355

(12) Division of a Continuation

Application November 1, 1928, Serial No. 316,565, which is a continuation of application Serial No. 391,922, May 17, 1920. Divided and this application March 21, 1930, Serial No. 437,764

(13) Division and Continuation

Division of application Serial No. 378,122, February 10, 1941. Continuation of application Serial No. 416,002, October 22, 1941. This application March 3, 1944, Serial No. 524,940

(14) Division and Also a Substitute (Refile)

Original application November 6, 1929, Serial No. 405,096, now Patent No. 1,926,182, dated September 12, 1933. Divided and this application March 13, 1933, Serial No. 660,565. Also substituted for abandoned application Serial No. 496,766, November 19, 1930

(15) Division of Three Applications

Original application March 8, 1939, Serial No. 260,546. Divided and application March 2, 1949, Serial No. 435,953. Divided and application December 30, 1943, Serial No. 666,666. Again divided and this application October 2, 1949, Serial No. 5,000

(16) Continuation

Continuation of (or continuation of abandoned) application Serial No. 341,560, May 3, 1904. This application June 2, 1905, Serial No. 450,632

(17) Continuation and Substitution

Continuation of and substitution for application Serial No. 341,560, May 3, 1904. This application June 2, 1905, Serial No. 450,632

(18) Continuation of a Division

Continuation of application Serial No. 615,472, June 4, 1932, which is a division of application Serial No. 519,432, March 2, 1931. This application March 27, 1935, Serial No. 13,367

(19) Refile or Substitute (Words Are Used Interchangeably)

Refiled for abandoned application Serial No. 85,277, February 1, 1926. This application August 13, 1929, Serial No. 385,631

(20) Refile of a Division

Refiled for abandoned application Serial No. 565,899, September 29, 1931, which is a division of application Serial No. 373,636, June 25, 1929. This application February 2, 1934, Serial No. 709,529

VARIETY OF STYLES AND TERMS USED IN HEADINGS OF DESIGNS, PATENTS, AND FOREIGN APPLICATIONS

Style for designs

54,321

CABINET

John M. Doe 2d, Chicago, Ill.

Application March 13, 1933, Serial No. 100,100

Term of patent 3½ years

(Cl. D14—6)

Style for patents

1,920,952

AMPLIFYING SYSTEM

John M. Doe, Chicago, Ill., assignor, by mesne assignments, to General Aniline Works, New York, N.Y., a corporation of Delaware

Application October 22, 1922, Serial No. 100,100

(Filed under Rule 47(a) and 35 U.S.C. 116)

6 Claims. (Cl. 143—3.2)

John Doe, Detroit, Mich., assignor to General Electric Company, a corporation of New York; patent dedicated to the Public insofar as it relates to lamps and lamp parts to the extent stated in document recorded in the United States Patent Office, January 4, 1954, Liber U-238, page 394

Walter John, Gottingen, Germany; vested in the Attorney General of the United States

COMMA WITHOUT EXCEPTION

Siegstatt, near Berlin, Germany

Sundern, Kreis Arnsberg, Germany

The following (disclaimer lines) go between the "application line" and the "number of claims line":

The portion of the term of the patent subsequent to August 26, 1969, has been disclaimed

The portion of the term of the patent subsequent to August 26, 1969, has been disclaimed and dedicated to the Public

The following (granted line) follows the claim and classification line (8 point slug between):

(Granted under Title 35, U.S. Code (1952), sec. 266)

LOWERCASE

**one-half
corporation of Ohio
joint-stock company**

**limited-liability, etc.
voluntary association
executor, deceased, etc.**

The word *für* or *fuer* commonly found in German patents is always spelled with a lowercase (*f*).

Example: *Aktiengesellschaft für Drahtlose.*

The word *sur* found in French patents is printed:

Neuilly-sur-Seine, etc.

The word *vormals* or *vorm.* found in German patents is printed:

vormals Roessler, Berlin, or vorm. Roessler, etc.

FOREIGN APPLICATION

The reference to the foreign filing date appearing in the heading of the specification is not to be printed unless the following endorsement appears with the foreign country and date at the bottom of file:

"Foreign application received"

(If this endorsement does not appear, the foreign date is killed.)

This does not refer to files containing the caption "Claims Foreign Priority" at upper right-hand corner where name of country and date will suffice for endorsement.

**No Drawing. Application June 22, 1933
Serial No. 100,100**

**Claims priority, application Great Britain
December 26, 1950**

**No Drawing. Application March 16, 1953
Serial No. 345,224**

**(Filed under Rule 47(a) and 35 U.S.C. 116)
Claims priority, application Germany March 14, 1952
4 Claims. (Cl. 260—465.3)**

**Original application July 22, 1933, Serial No. 100,100.
Divided and this application March 27, 1934, Serial
No. 649,037**

**Claims priority, application Netherlands
December 26, 1950**

But—Disregard this style if application is filed under Public Law 690, August 8, 1946, or Public Law 619, August 23, 1954.

**Application March 23, 1933, Serial No. 100,100
In Germany April 23, 1932**

**Sections 3 and 14, Public Law 690, August 8, 1946
Patent expires June 29, 1959**

If more than one filing date appears on file, the one with the earliest date must be printed. If filed in two countries on same date, print both countries but use one date only.

FOLLOW

Firm or *firm* and *The* or *the* immediately preceding assignment firms.

John Doe, United States Army, Newark, N.J.

late of, all of, both of

**Porous Company of Los Angeles,
Porous Company of California, BUT—
Porous Company, Los Angeles, Calif.,**

When the year in parentheses follows the assignment it must be FOLLOWED.
Chicago, Ill., a corporation of Utah (1929)

Application filed by inventor who dies before patent is issued

Note use of semicolon in the following examples.

Leslie G. S. Slocum, San Francisco, Calif.; Frances J. Knauss, administratrix of said Leslie G. S. Slocum, deceased, assignor to The Brewer Tichener Corporation

William J. Gaven, Wilkes-Barre, Pa., and Michael Fried, Mount Vernon, N.Y.; Mary E. Gaven, administratrix of said William J. Gaven, deceased

Use or omission of word *by*

Copy should be followed in the use or omission of the word *by* shown in the two examples following, the second form being used when executrix files application. Notice that the semicolon is supplanted by comma when *by* is inserted and that the words *deceased, late of* follow name of patentee.

Edmund C. Morgan, New York, N.Y.; Olive Eugenie Morgan, executrix of said Edmund C. Morgan, deceased

Edmund C. Morgan, New York, N.Y., by Olive Eugenie Morgan, executrix of said Edmund C. Morgan, deceased, assignor to John Smith

When executrix has made application

Edward L. Watrous, deceased, late of El Paso, Tex., by Agnes B. Watrous, executrix, Evanston, Ill.

[Supply *late of* when signed by executor, etc., cancel *late of* when signed by inventor]

Examples of correct application of the word *and* in headings

Name, city, and name, city, State, and name, city, State
 Name, city, State, name, city, State, and name, city, State
 Name and name, city, State, and name, city, State
 Name, city, name, city, and name, city, State
 Name and name, city, and name, city, State
 Name, city, and name and name, city, State
 Name, name, and name, city, State

Ralph Edward Ogden, Cornwall, N.Y., and Charles C. Thompkinson, Plainfield, and Arthur R. Van Tassell, Bayonne, N.J., assignors, by mesne assignments, to J. Edward Ogden, Mountainville, N.Y.

Address of a patentee in the Armed Forces of the United States is not usually given, but should be printed when written on file

John V. Rowan, United States Army, Aurora Heights, Va.

Form when assignment was made before the death of one patentee

Henry Phillips, Ottumwa, Iowa, and William E. Hunt, deceased, late of Ottumwa, Iowa, by Josephine Hunt, administratrix, Ottumwa, Iowa; said Henry Phillips and William E. Hunt assignors to Ottumwa Box Car-loader Company, Ottumwa, Iowa, a corporation of Iowa

When assignment is made by executrices

Alonzo E. Rhodes, deceased, late of Dover-Foxcroft, Maine, by Annie Marie Boswell and May Margaret Boswell, executrices, Dover-Foxcroft, Maine, assignors to Draper Corporation, Hopedale, Mass., a corporation of Maine

Note style, punctuation, and capitalization where assignment is made to the People of the United States and to the United States of America

John Doe, Chicago, Ill., assignor to the People of the United States

John Doe, Chicago, Ill., assignor to the People of the United States of America

John Doe, Chicago, Ill., assignor to the United States of America as represented by the Secretary of the Navy

When township is given, county should also follow

Charlie Jaspersen, Baldwin Township, Sherburne County, Minn.

Showing position of copartnership in an assignment

Harry Glaberman, Brooklyn, N.Y., assignor to National Form & Fixture Co., a copartnership composed of Harry Glaberman and Samuel Silverman, Brooklyn, N.Y.

Doing business as or Trading as follows name of inventor

Henry T. Roberts, doing business as H. T. Roberts Co., Chicago, Ill.

Now by change of name follows residence

Henry T. Roberts, Chicago, Ill., now by change of name H. T. Roberts Co.

Special provision lines in heads of patents

(Filed under Rule 47)

(Filed under Rule 47(a) and 35 U.S.C. 116)

(Filed under Rule 47(b) and 35 U.S.C. 118)

(Granted under Title 35, U.S. Code (1952), sec. 266)

Change

(Granted under the act of March 3, 1883, as amended April 30, 1928; 370 O.G. 757)

to

(Granted under Title 35, U.S. Code (1952), sec. 266)

[The two latter lines require a text reference to Government ownership and/or use.]

If reference is made to Comptroller General's Decision B 111,648 of July 13, 1953, on front of patent jacket, do not look for special provision line in head (granted, etc.) but follow dedicatory clause if supplied in text.

TRADEMARKS

Follow copy and general rules for Patents, unless contrary to instructions under this heading.

All information is on the face of the file, unless the words "See Inside" appear; in which case, see Statement, or amendments thereto, inside.

To verify data on file, refer to Statement, or amendments thereto (ONLY).

Names of firms and corporations should be followed exactly.

The word *drawing* should always be singular in trademarks.

Conversion to different Register under Rule 2.75 is shown in line with serial number and filing date.

Ser. No. 660,351, filed P.R. Jan. 1, 1957;
Am. S.R. Feb. 28, 1958

Ser. No. 660,351, filed S.R. Jan. 1, 1957;
Am. P.R. Feb. 28, 1958

When referring to wording on the mark:

(1) Capitalize and quote the principal words.

(2) In translating, use lowercase and quotes except in proper names; i.e.,

The wording "La Petite Maison" is translated "the little house."

(3) When a claim or disclaimer is made to wording on the mark, the text should conform exactly.

Abbreviate:

Ave.	N.	1st
St.	E.	2nd
Blvd.	S.	3rd
Reg. No.	W.	4th
Ser. No.		10th, etc.
Bldg.		

Doing business as, trading as, or other words with like meaning, follow name of registrant.

By change of name from, by merger from, assignee of, or words with like meaning, follow residence.

In Consolidated Certificates, that is, a certificate combining under one registration number applications which have been previously published in more than one class, a separate paragraph is used for the goods (or services) and class number of each class, these paragraphs being arranged in numerical order of classes.

The most important part of a registration is the reproduction of the mark. A defective or possibly wrong cut should be reported to the foreman.

Information on registration *above reproduction of mark* includes: date of issue, registration number, Register (Principal, Supplemental), type of mark (trademark, service mark, certification mark, collective mark, collective membership mark), serial number, and filing date.

Order of information *following reproduction of mark*:

(1) Head (including name, State of incorporation, doing business as, address, assignor, change of name, etc.).

(2) Goods and class.

(3) Use.

(4) Disclaimers.

(5) Color lining, general description.

(6) Limitations—Sec. 2(f), Concurrent Use.

(7) Ownership or, in case of foreign trademarks, priority.

SAMPLES

Head

Solvic Société Anonyme (Belgian corporation)
33 Rue Prince Albert
Brussels, Belgium

Edmund Garrison, doing business as Garrison Dairy
7 Downs St.
Fairfax, Maine

The Murray Company of Texas, Inc. (Delaware corporation), doing business as Boston Gear Works
North Quincy, Mass.

Warner-Lambert Pharmaceutical Company
1 W. 7th St.

New York, N.Y., by change of name from
Warner-Hudnut, Inc. (Delaware corporation)
New York, N.Y.

International Harvester Company (New Jersey corporation)

10 Garrett St.
Chicago, Ill., assignee of
Russell C. Parrish
Springfield, Ohio

Goods and Class

For: CANNED SALMON AND CANNED SHRIMP,
in CLASS 46.

For: PERSULFATES — NAMELY, POTASSIUM
AND AMMONIUM—in CLASS 6.

Use

First use Aug. 13, 1947; in commerce Aug. 13, 1947.

First use June 1, 1927, on hydrogen peroxide, ammonium peroxide, and potassium persulfate; in commerce June 1, 1927.

First use on or about June 15, 1949; in commerce on or about June 15, 1949.

First use Aug. 20, 1952; in commerce Aug. 20, 1952; Jan. 4, 1927, as to "Troy."

Disclaimer

The representation of the derrick is disclaimed apart from the mark as shown.

The leaves of the tree appear in green color on the specimens and such color is claimed.

The drawing is lined for the color red but applicant does not restrict itself to the color red alone.

Color—Description

The drawing is lined for grey and red.

The trademark consists of a dotted line of pink placed in the selvage of the diaper. The drawing is lined for pink.

The mark translated means "the bayou."

Limitations

Sec. 2(f) as to "Troy."

CONCURRENT USE with Ser. No. 245,818 for the area comprised by the States of Maine, Rhode Island, and Vermont.

Ownership—Priority

Owner of Reg. Nos. 435,043, 523,182, and 432,557.

Owner of French Reg. No. 000,000, dated May 4, 1955 (Seine); Natl. Inst. No. 000,000.

Priority claimed under Sec. 44(d) on Swedish App. No. 000,000, filed May 4, 1955; Reg. No. 000,000, dated May 30, 1955.

OFFICIAL GAZETTE

PATENTS

All chapter heads in the Patents section of the Official Gazette are two-column heads and are set in 18-point Century expanded.

NOTICES

Follow copy in all special notices (i.e., notices signed by the Commissioner of Patents, an Assistant Commissioner, or other Patent Office official) under this head, observing Patent general rules on capitalization, quotes, and italic.

Adjudicated Patents

(D.C. Vt.) Tatko Patent No. 2,693,926 (348—120), for pallet, platform or the like, *Held* valid and infringed. *Tatko Bros. Slate Co. v. Hannon*, 157 F. Supp. 277; 116 USPQ 53.

(D.C. Ark.) Entz Patent No. 2,762,359 (125—23), for stone cutting machine. Claims 4, 5, 6, 7, 13, and 14 *Held* invalid and not infringed; Claims 10, 11, and 12 *Held* valid and infringed. *Southwest Industrial Products, Inc. v. Exce Stone Cutter Mfg. Co.*, 157 F. Supp. 208; 117 USPQ 24.

Disclaimers

2,524,797.—*Grover B. Holtzclaw*, Charlotte, N.C. TRAVELING CLEANERS FOR TEXTILE MACHINES OR THE LIKE. Patent dated Oct. 10, 1950. Disclaimer filed Feb. 28, 1958, by the assignee, *Parks-Cramer Company*.

Hereby enters this disclaimer to claim 6 of said patent.

Patents Available for Licensing or Sale

2,714,202. Recording System Utilizing a Single Control Signal Capable of Controlling Two Characteristics of the Signal (Adaptable To Control Tape Speed). *Cook Electric Co.*, Patent Counsel, 6401 Oakton St., Morton Grove, Ill.

General Electric Company is prepared to grant non-exclusive licenses under the following 2 patents upon reasonable terms to domestic manufacturers.

Applications for licenses under these patents should be addressed to: Patent Counsel, Lamp Division, General Electric Company, Nela Park, Cleveland 12, Ohio.

2,241,968. Light Source.

2,300,963. Electric Discharge Lamp Circuit.

Adverse Decisions in Interferences

In the designated interferences involving the indicated claims of the following patents, final decisions have been rendered that the respective patentees were not the first inventors with respect to the claims listed.

Re. Pat. 24,051, G. W. Wolcott, Flaring tool, decided Nov. 27, 1956, Interference No. 87,028, claim 1.

Pat. 2,533,369, E. C. Hartwig, Electronic sequence timer, decided June 29, 1956, Interference No. 85,711, claim 6.

Classification Order No. 215

The following transfer is hereby ordered to take effect on Monday, March 4, 1957:

From Division 42 to Division 5

Class 116, Signals and Indicators.

M. C. ROSA,
Director, Patent Examining Division.

DECISIONS IN PATENT AND TRADEMARK CASES

Follow copy, except in capitalization and citations.

Follow italic in decision matter, except in Latin phrases and words, such as *supra*, *infra*, *prima facie*, etc.

The decisions from the various court reports should be cited as follows:

- Supreme Court of the United States
Funk v. Kalo, 333 U.S. 127.
- United States Court of Appeals, District of Columbia Circuit
Thorne, Neale & Co. v. Coe, 79 U.S. App. D.C. 122.
- United States Court of Customs and Patent Appeals
In re Metzner, 35 CCPA 789.
- Federal Reporter
Bradley v. Eccles, 126 Fed. 945.
- Federal Reporter, Second
In re Helmond, 124 F.2d 222.
- U.S. Patents Quarterly
In re Helmond, 52 USPQ 101.

Capitalize in decision matter as follows:

- (1) Full titles of courts, as U.S. Supreme Court; also Court of Appeals, Circuit Court of Appeals, etc.
- (2) The word *Court* referring to the U.S. Supreme Court, but lowercase elsewhere.
- (3) Full titles of acts, as Trademark Act, Spooner Act, etc., but *act*, where standing alone, or *act of 1905*.
- (4) The word *Office*, referring to Patent Office.
- (5) Titles of officials of Patent Office.

Set syllabus 6-point leaded.

Set quoted matter which exceeds two lines in 6-point solid.

In heading of a decision:

- (1) Title of court: 8-point Times Roman bold.
- (2) Names of litigants: 8-point Modern caps and small caps.
- (3) Appeal number and date: 6-point Modern italic.
- (4) Numbered headings in syllabus: 6-point Modern caps and small caps.

EXAMPLE

**United States Court of Appeals
District of Columbia Circuit**

DONALD H. JACOBS *v.* ROBERT C. WATSON, COMMISSIONER
OF PATENTS

No. 13,902. Decided February 20, 1958

[— U.S. App. D.C. —; — F.2d —; 116 USPQ 306]

1. PATENTABILITY — PARTICULAR SUBJECT MATTER — ELECTRONIC NAVIGATION AND POSITION-FINDING SYSTEM.

Held that no basis was found for disturbing the action of the District Court in holding claims to an electronic navigation and position-finding system unpatentable over the prior art.

2. REVIEW BY U.S. DISTRICT COURT FOR THE DISTRICT OF COLUMBIA — JURISDICTION — CANCELED CLAIMS NOT CONSIDERED BY BOARD OF APPEALS.

Held that no basis was found for disturbing the action of the District Court in concluding that it was without jurisdiction to authorize the allowance of canceled claims which were not considered by the Board of Appeals.

APPEAL from the United States District Court.

AFFIRMED.

Donald H. Jacobs, pro se.

Clarence W. Moore (George C. Roeming of counsel)
for the Commissioner of Patents.

Before BAZELON, DANAHER, and BASTIAN,

PER CURIAM :

Circuit Judges

Appellant brought this suit for a patent on an electronic navigation and position-finding system. The District Court concurred with the Examiner and the Board of Appeals that the claims in issue here were unpatentable over prior art. The court also concluded that it was without jurisdiction to authorize the allowance of canceled claims which were not considered by the Board of Appeals.

[1, 2] We find no basis for disturbing the action of the District Court.

AFFIRMED.

PATENT SUITS

This head carries 6-point roman subhead:

Notices under 35 U.S.C. 290; Patent Act of 1952

1,912,539, 1,991,624, R. C. Paul, Stocking foot; 2,657,478, W. J. Paul, Heel construction for flimsy foot coverings; 2,687,528, same, Toe protector for hose; 2,687,583, same, Blank for stocking foot devices, filed Dec. 28, 1956, D.C., S.D.N.Y., Doc. 116/73, *Sondra Undergarments Co., Inc. v. Richard Paul, Inc.*

2,476,334, A. S. Titcomb, Abrasive wheel; Re. 23,717 (of 2,501,422), same, Abrasive block or segment, filed Dec. 29, 1956, D.C. Conn. (New Haven), Doc. 6495, *A. Shepard Titcomb v. Norton Co.*

REISSUES, PLANT PATENTS, PATENTS, DESIGNS

Material in the above-named chapters consists of the heading, drawing (or drawings), and claim (or claims) designated by the Patent Office, of each patent specification in numerical order. This material is picked up from the printed patent specification.

TRADEMARKS

Chapter heads are 2-column heads, set 18-point Century expanded.

NOTICES

Follow rules for Notices under Patents.

Service by Publication

A petition to cancel the registration identified below having been filed, and this Office having been unable to obtain satisfactory service of notice of the proceeding, notice is hereby given that unless said registrant, its assigns or legal representatives shall enter an appearance within thirty days from the date of this publication, the cancellation will be proceeded with as in the case of default.

Gude Brothers, Kieffer Company, New York, N.Y., Reg. No. 176,181, Canc. No. 6848.

DAPHNE LEEDS,
Assistant Commissioner of Patents.

Trademark Suits

Notices under 15 U.S.C. 1116; Trademark Act of July 5, 1946

TM 223,259 (PRESIDENT), TM 258,603 (AMBASSADOR), Bulova Watch Co., Inc., Watches; TM 262,865 (CO-ED), same, Wrist watches; TM 335,457 (TUNEDO), same, Watches—namely, wrist or strap watches; TM 316,745 (MINUET), TM 323,564 (DEBUTANTE), TM 440,648 (ELIZABETH), same, Watches, more especially wrist or strap watches, filed Sept. 10, 1954, D.C., S.D.N.Y., Doc. 95/311, *Bulova Watch Co., Inc. v. Longines Wittnauer Watch Co., Inc.* Order of discontinuance Dec. 26, 1956.

MARKS PUBLISHED FOR OPPOSITION

Chapter head: 2 columns wide, 18-point Century expanded, with 6-point subhead.

Class head: 14-point Tempo heavy condensed (Case 670), flush left, overruns flush.

Information is given on face of file unless marked "See Inside"; in which case, see Statement (application), or amendments thereto, ONLY.

Set serial number, name, address, assignor, ownership of other registrations, disclaimer, color, goods, date of use (not use in commerce, except in the case of foreign applications), and filing date.

Reproduction of the mark always appears with published trademarks.

If information is given on face of file as to publication under Sec. 2(f), or, in the case of foreign applications, as to priority, this information must be set.

Set any interference set forth on face of file.

Capitalize principal words in identification of goods or services.

Disclaimed words appear in caps and lowercase, and are quoted.

Use gothic letters to indicate shape—not quotes.

Abbreviate month when followed by date.

Abbreviate *doing business as* to *d.b.a.*

Except in the case of foreign nationals, the registration number only (not the date) is given in claiming ownership of other registrations.

Applications of foreign nationals may or may not carry date of first use. If it is carried on file, set this date; also use in commerce.

Follow copy on priority based on ownership of foreign registrations.

SN 684,105. Bemis Bro. Bag Company, St. Louis, Mo. Filed Mar. 24, 1955. Sec. 2(f).

(Reproduction of mark)

Applicant makes no claim to the words "All Wet Strength" or "Potato Bag" apart from the mark shown. Owner of Reg. No. 549,099.

For Paper Bags.

First use Feb. 8, 1950.

SN 15,727. The Purdue Frederick Company, New York, N.Y. Filed Sept. 14, 1956.

(Reproduction of mark)

Owner of Reg. Nos. 412,098, 593,186, and others.

For Porcelain Glaze, Clear Plastic, Aluminum Paint, and Enamels in Various Colors, Sold in Aerosol Spray Containers.

First use July 1954.

Subj. to Intf. with SN 12,154.

SN 15,938. Blaupunkt-Werke GMBH, Hildesheim, Germany. Filed Sept. 19, 1956.

(Reproduction of mark)

Owner of German Reg. No. 612,541, dated Oct. 11, 1951.

For Radio Receiving Apparatus and Television Receiving Sets.

First use in 1935; in commerce summer 1956; as to "Blue Spot" on radios in 1928.

SN 690,438. The Deniston Company, Chicago, Ill. Filed June 29, 1955. Sec. 2(f) as to "Deniston."

SN 12,635. Dana E. Keech, d.b.a. Keech Manufacturing Co., Los Angeles, Calif. Filed July 23, 1956.

Priority under Sec. 44(d) on Swiss Reg. No. 158,669, dated Nov. 12, 1955.

Priority under Sec. 44(d) on French Reg. No. 454,731, dated Dec. 23, 1955 (Seine); Natl. Inst. No. 56,251.

Amendment to different register under Rule 2.75

SN 653,928. Research Laboratories, Inc., St. Joseph, Mo.
Filed S.R. 8-4-55; Am. P.R. 9-3-57.

Collective and Concurrent Use Marks

In the case of a Collective Mark (other than Collective Membership Marks), or a mark having Concurrent Use, these terms are inserted following the filing date. Territory to which mark is restricted is shown.

SN 682,882. Associated Blue Lake Green Bean Cannery, Inc.,
Portland, Oreg. Filed Feb. 28, 1955. COLLECTIVE
MARK.

SN 21,194. John Jones Corp., Buffalo, N.Y. Filed Aug. 6,
1957. CONCURRENT USE with Reg. No. 553,761. This
application restricted to Virginia, West Virginia, New
Jersey, Connecticut, and Rhode Island. Reg. No. 553,761
will be restricted to all other States.

Service Marks (2-column head—14-point Century expanded)

These marks follow Trademarks and are set in same style.

Collective Membership Marks (2-column head—14-point Century expanded)

These marks follow Service Marks—same style.

TRADEMARK REGISTRATIONS ISSUED—PRINCIPAL REGISTER

Chapter head: 2 columns wide, 18-point Century expanded; subhead, 14-point Century expanded.

Class heads: 14-point Tempo heavy condensed (Case 670), flush left, overruns flush.

No reproduction of the mark is shown under this head.

This section lists, by classes, the following information only:

Registration number, mark (word or word description only), registrant's name (including d.b.a. and assignments), serial number, date of publication, and date of filing.

640,447. BEAVER MEADOW. Beaver Meadow Creamery,
Inc., d.b.a. Beaver Meadow Creamery. SN 539. Pub.
11-6-56. Filed 1-12-56.

Collective, Certification, and Concurrent Use Marks

COLLECTIVE MARK, CERTIFICATION MARK, or CONCURRENT USE is inserted after serial number. No territory restriction is shown.

656,986. WEDGE LOCK AND DESIGN. Clay Sewer Pipe
Association, Inc. SN 696,121. COLLECTIVE MARK. Pub.
10-29-57. Filed 10-10-55.

Consolidated Certificate

A trademark which has been previously published in more than one class may be embodied in a consolidated certificate when registered. Individual applications are placed in order by classes after name and address. All information is given under entry in lowest class. Registration number with reference to lowest class appears in other classes.

In Class 5:

646,967. PRESSTITE. American-Marietta Co., assignee of
The Presstite Engineering Company. CONSOLIDATED
CERTIFICATE. SN 2,563, pub. 2-26-57, filed 2-13-56,
Cl. 5; SN 689,754, pub. 1-8-57, filed 6-17-55, Cl. 12; SN
2,564, pub. 2-26-57, filed 2-13-56, Cl. 16; SN 2,565, pub.
1-29-57, filed 2-13-56, Cl. 35.

In later classes:

646,967. CONSOLIDATED CERTIFICATE. See Class 5.

TRADEMARK REGISTRATIONS ISSUED—SUPPLEMENTAL REGISTER

Class heads—same as Principal Register.

Mark is reproduced under this head.

All information must be incorporated in this publication, since these marks have not been published previously.

Information and style are the same as Trademark Registrations Published for Opposition, with three exceptions:

- (1) Serial number follows filing date.
- (2) No ownership of other registrations is carried, except on registrations by foreign nationals.
- (3) Sec. 2(f) is not used.

640,501. Revlon Products Corporation, New York, N.Y.,
assignee of Revlon, Inc., New York, N.Y. SN 697,847.
Filed P.R. 11-7-55; Am. S.R. 11-6-56.

(Reproduction of mark)

For Toilet Water.

First use Oct. 14, 1955.

TRADEMARK REGISTRATIONS RENEWED

No reproduction of mark.

345,441. BRANDYBROOK. Cl. 49. 4-27-37.

TRADEMARK REGISTRATIONS CANCELED

No reproduction of mark.

Section 7(d)

282,297. DYVATEEN. Cl. 39. 4-14-31.

Section 8

277,266. KING MAUSOLUS. Cl. 2. 11-11-30.

The following registrations issued May 1, 1951

541,628. DOG HEAD DESIGN. Cl. 23.

Section 18

343,427. CHOO CHOO. Cl. 46. 2-23-37.

TRADEMARK REGISTRATIONS AMENDED, DISCLAIMED, ETC.

628,052. SUNBEAM. Cl. 2. 6-5-56. Sunbeam Corporation, Chicago, Ill. Corrected: In column 2, line 3, both occurrences, "Oct. 26, 1955" should be *Oct. 26, 1954*.

TRADEMARK REGISTRATIONS—NEW CERTIFICATES

399,470. OLD SOUTH AND DESIGN. Cl. 46. Hillsborough Packing Company, Inc. 1-5-43. New Cert. Sec. 7(c), to Pasco Packing Co., Dade City, Fla., 3-26-57.

REGISTRATIONS PUBLISHED UNDER SEC. 12(c)

Reproduction of the mark is published.

Information is taken from the file.

Printed matter consists of: Registered number, filing date, name and address of registrant, either name and address of present owner of trademark or the notation "*Pub. by registrant*," and goods.

Disclaimers are printed.

342,618. Jan. 19, 1937. G. Henry Stetson, San Fernando, Calif. Pub. by John B. Stetson Company, Philadelphia, Pa.

(Reproduction of mark)

For Hats and Caps for Men and Women.

343,758. Mar. 2, 1937. Sox Miller, Inc., Philadelphia, Pa. Pub. by registrant.

(Reproduction of mark)

"Clothes" is disclaimed.

For Men's Coats, Trousers, Vests, and Overcoats.

OFFICIAL GAZETTE INDEX

Abbreviate—

- (1) All dates; e.g., *Nov. 24, 1953, to 11-24-53.*
- (2) All commonly known words in firm names; e.g., *Company to Co.; Manufacturing to Mfg.; Corporation to Corp.;* etc.
- (3) Change *Renewed* and *Renewed* to *ren.*; *cancelled* to *canc.*; *assignor* to *assor.*
- (4) Use *d.b.a.* for such phrases as *doing business as, trading as,* etc.

Do not abbreviate *now by merger, now by change of name, also known as,* and like terms.

Except for commonly known terms as *Co., Inc.,* etc. (see (2) above), do not abbreviate any part of a firm name.

Change *amended* to *Am. 7(d).*

In main entry, change *assignor* to *to to; assignee of* to *from.*

In cross references, delete *assignor, assignee, trustee,* etc.

In Trademarks, *all identical items* whose numbers are consecutive are combined in main entry and cross references.

In Patents, *cross references only* are combined. *Do not* combine main entry.

PATENTS

Patent index is divided into Reissue Patents, Plant Patents, Design Patents, and Patents.

Patent entries include—

1. Inventor or inventors.
2. Assignee(s).
3. Invention.
4. Patent number.
5. Date.
6. Classification.

In listing names of inventors in main entry: Print first name, middle initials, and last name of first inventor; initials and last name only of coinventors. If first inventor uses first initial and middle name, follow.

In cross references: Print first name, middle initial, and last name of first inventor; last name only of coinventors.

When coinventors have same family name, print as *Smith, J. C. and W. M.*

If initials of coinventors are alike, spell out first names of each.

If coinventors with same family name are senior and junior, repeat family name.

EXAMPLES

Shaw, Harmon L. and E. C., to Perfecting Service Co. Swing joint pipe coupling. 2,831,709, 4-22-58, Cl. 285-185.

Shaw, Edwin C.: *See—*
Shaw, Harmon L. and E. C. 2,831,709.

Perfecting Service Co.: *See—*
Shaw, Harmon L. and E. C. 2,831,709.

Earis, William L., and A. B. Perry, to Schenley Industries, Inc. Packaging apparatus. 2,831,305, 4-22-58, Cl. 53-382.

Perry, Alwyn B.: *See—*
Earis, William L., and Perry. 2,831,305.

Schenley Industries, Inc.: *See—*
Earis, William L., and Perry. 2,831,305.

Note manner of printing assignments to United States.

Anderson, Dale L., P. F. Shaffer, E. M. Harwell, R. H. Knowles, and E. F. Nash, to United States of America, Agriculture. Smear remover for power meat saws. 2,831,519, 4-22-58, Cl. 146-88.

United States of America
Agriculture: *See—*
Anderson, Dale L., Shaffer, Harwell, Knowles, and Nash. 2,831,519.

TRADEMARKS

All trademarks are grouped under one head—Index of Registrants—which includes Registered, Renewed, Canceled, Amended, Disclaimed, Corrected, New Certificates, 12(c) Publications.

Trademarks Published for Opposition are not indexed.

Trademark entries include (where applicable)—

1. Registrant's name and address.
2. Assignor and address.
3. Registered number.
4. Publication or renewal date.
5. Whether canceled, amended, disclaimed, etc.
6. Trademark class.

Do not abbreviate names. In trademarks, two individuals presumably constitute a firm.

Omit *Territory of* before *Hawaii* and *Guam*.

EXAMPLES

Cordon Bleu Ltd., Montreal, Quebec, Canada. 660,848, pub. 2-4-58. Cl. 46.

Container Co., The, Van Wert, Ohio, by Continental Can Co., Inc., New York, N.Y. 415,220, 12(c) pub. 4-22-58. Cl. 2.

Cherry Growers Packing Co., to Cherry Growers, Inc., Traverse City, Mich. 354,039, ren. 2-1-58. Cl. 46.

Cresca Co., Inc., New York, N.Y. 660,891. Cl. 46.

Compule Corp., The, Rutherford, N.J. 555,624, canc. Cl. 44.

Beard, Eugene Nelson, Inc., New York, N.Y. 361,469. Am. 7(d). Cl. 38.

Marcus Brothers Textile Corp., New York, N.Y. 656,875-6, pub. 10-22-57. Cl. 42.

Brown, Mary, and Thomas Jones, New York, N.Y. 665,417, pub. 7-1-58. Cl. 51.

NOTES

22. CONGRESSIONAL RECORD

RULES OF THE JOINT COMMITTEE ON PRINTING

Attention is called to the following extracts from the rules of the Joint Committee on Printing for the publication of the Record:

3. The Public Printer shall print the verbatim report of the proceedings and debates of the Senate and House of Representatives, as furnished by the Official Reporters of the Congressional Record, in 7½-point type; and all matter included in the remarks or speeches of Members of Congress, other than their own words, and all reports, documents, and other matter authorized to be inserted in the Record shall be printed in 6½-point type; also all rollcalls and lists of pairs shall be printed in 6-point type on 6½-point slug.

7. If copy or proofs have not been returned in time for publication in the proceedings, the Public Printer will insert the words "Mr. _____ addressed the Senate [or House or Committee]. His remarks will appear hereafter in the Appendix," and proceed with the printing of the Record.

9. When leave has been obtained to print (1) a speech not delivered in either House, (2) a newspaper or magazine article, or (3) any other matter not germane to the proceedings, the same shall be published in the Appendix, but this rule shall not apply to quotations which form part of a speech of a Member, or to an authorized extension of his own remarks. The Official Reporters of each House shall indicate on copy and prepare headings for all matter to be printed in the Appendix, and shall make suitable reference thereto at the proper place in the proceedings. Any Member may, upon request noted on the manuscript, have an authorized extension of his own remarks printed in the Appendix.

GENERAL RULES

The rules governing document work apply to the Congressional Record, except as may be noted herein. The same general style should be followed in the permanent Record (bound Record) as is used in the daily Record. All should familiarize themselves with the exceptions and the forms peculiar to the Record.

Daily and permanent Record texts are set in 7½-point type on 8½-point slug; extracts are set in 6½-point type on 7½-point slug.

Headings set in 7½-point caps will be set on 7½-point slug; if line overruns, lead is to be inserted.

An F-dash will be used preceding 7½-point cap lines in proceedings in Senate and House, with 2 leads above and below.

All 6½-point headings to be set on 7½-point slug, with 1 lead above and below.

All 6½-point extracts require 1 lead above and 2 leads below, except for poetry and leaderwork, where 2 leads are used above and below.

All extracts are set in 6½-point type unless otherwise ordered by the Joint Committee on Printing.

An address of the President delivered outside of Congress or referred to as an extract is set in 6½-point type.

Except as noted below, all communications from the President must be set in 7½-point type, but if such communications contain extracts, etc., the extracts are set in 6½-point type.

In all quoted amendments and excerpts of bills and in reprinting bills, bill style is to be followed. Bill titles as used in Record briefs and History of Bills will follow Record style.

A letter from the President to the Senate is set in 6½-point type when any form of treaty is enclosed that is to be printed in the Record in connection therewith. The letter is set in 6½-point type whether the treaty follows or precedes it or is separated from it by intervening matter.

Instructions covering the measure and the size and kind of type for parallel columns in the Record will be given to operators when necessary, as the general style will depend upon the character of the matter.

In general, operators should avoid wide spacing. However, no letterspacing is permitted.

In correcting proof, operators must exercise great care to have such lines free from error.

Extreme caution must be used in making corrections in copy, and no important change will be made without authority.

Observe the lists of names of Senators and Representatives, committees of both Houses, and duplicate names. Changes caused by death, resignation, or otherwise must be noted. There is no excuse for error in the spelling of names of Senators, Representatives, or department officials. In case of doubt, the Congressional Directory will be the authority.

Indented matter in leaderwork will be 1 em only.

Queries must not be made on proofs. In case of doubt, readers will consult Record Referee.

CAPITALIZATION

(See also Guide to Capitalization, p. 31)

If the name of the Congressional Record is mentioned, it must be set in caps and small caps and never abbreviated, even when appearing in citations.

The name of a Senator or a Representative preceding his direct remarks is set in caps and is followed by a period and an em quad.

The name of a Senator or a Representative used in connection with a bill or other paper is lowercased, as the Glass bill, the Smith amendment, etc.; but SMITH'S amendment, etc.

The names of Members and Members-elect of both branches of the Congress, including those of the Vice President and Speaker, will be printed in caps and small caps if mention is made of them.

Deceased Members' names will be set in caps and small caps only on day when eulogized, in speeches carrying date when Member was eulogized, or on memorial day in Senate and House.

Certificates of Senators-elect of a succeeding Congress are usually presented to the current Congress, and in such cases the names of the Senators-elect must be in caps and small caps.

Names of Members of Congress must be set in lowercase in votes, in lists set in columns, in the list of standing and select committees, in groups (three or more) of names of Members and non-Members, in contested-election cases, and in lists of pairs. (See under Pairs, p. 294.)

Observe that the names of all persons not certified Members of Congress are to be set in lowercase; that is, names of secretaries, clerks, messengers, and others.

Names of proposed boards, commissions, services, etc., are capitalized.

Capitalize principal words and quote after each of the following terms: *Address, article, book, caption, chapter heading, editorial, essay, heading, headline, motion picture or play* (including TV or radio program), *paper, poem, report, song, sub-heading, subject, theme*, etc. Also, following the word *entitled*, except with reference to bill titles which are treated as follows: "A bill (or an act) transferring certain functions of the Price Administrator to the Petroleum Administrator for War," etc. (See rules 3.51, p. 29; 9.112, p. 144.)

CONTRACTIONS

If a Senator's or a Representative's remarks contain contractions such as *don't, can't, won't, didn't, couldn't, and wouldn't*, spell in full, but avoid forms that are outmoded or awkward. Instead of *do not they, cannot they, will not they*, etc., use *do they not, can they not, will they not*. Do not change well-founded historical utterances or expressions made popular by continued use on television, radio, or in the press. Use quotation marks and say, "Don't shoot until you see the whites of their eyes," "Let's look at the record." Follow contracted forms in extracts and in 7½-point quoted matter. The abbreviation *etc.* must be made to read *and so forth*, except in extracts.

FIGURES

The general rules set forth under "Numerals" (p. 165) will apply to the use of figures in the Record.

In a Member's language (7½-point), when numbered items are used, they are to read *first, second, third*, etc. In 6½-point excerpts, either the numerals *1, 2, 3* or the words *first, second, third* may be used.

For ordinal numbers, follow rules 11.10-11.12, pages 167-168.

TABULAR MATTER

Record tables may be set either 1, 2, or 3 columns in width, as follows:

One-column table: 14 picas, cast 28.3, 6½-point italic lowercase centerhead; subheads, 6½-point Ionic small caps.

Two-column table: 28 picas 9 points, cast 57.15, 8-point italic lowercase centerhead; subheads, 6-point caps; half measure 28.1; must not exceed 6 inches in depth.

Three-column table: 43½ picas, cast 87.9, 8-point italic lowercase centerhead; subheads, 6-point caps; half measure 42.16. Footnote(s) will be set 21 picas, except when a single note is short and will make only 1 line of 3-column width.

ITALIC

Italic, boldface, caps, or small caps shall not be used for emphasis; nor shall unusual indentions be used. This does not apply to literally reproduced quotations from historical, legal, or official documents. If italic other than restricted herein is desired, the words should be underscored and "Fol. ital." written on each folio. Do not construe this to apply to "Ordered," "Resolved," "Be it enacted, etc.," titles following signatures or addresses, or the part of datelines which should be set in italic.

Names of vessels must be set in italic, except in headings, where they will be quoted.

The prayer delivered in either House must be set in 7½-point roman. If prefaced or followed by a quotation from the Bible, such quotation must be set in 7½-point italic.

When general or passing mention is made of a case, the title is set in roman, as *Smith Bros. case*. When a specific citation is indicated and reference follows, use italic for title, as *Smith Bros. case* (172 App. Div. 149).

Titles of cases are always set in italic if followed by references; but, except as in casual use noted above, titles in 6½-point matter are italicized whether or not references follow, as *United States v. Jones Lumber Co.*

In 7½-point matter, when only the title of a case is given, set in roman and use *against* instead of the abbreviation of *versus*, as *United States against 12 Diamond Rings*.

For other examples of legal cases and references, see rule 10.41, page 155, and rule 18.33, page 227.

When *versus* is used in other than legal phrases and for the purpose of showing contrast, it is not abbreviated or set in italic, as "airplanes versus battleships."

For contested-election cases, see page 310.

MISCELLANEOUS

Do not quote any communication carrying date and signature. However, a letter (or other communication) bearing both date and signature that appears within a letter (or one in reduced type) shall be quoted.

Do not put quotation marks on centerheads in 6½-point extracts unless centerheads belong to original matter.

In newspaper extracts, put place and date at beginning of paragraph. Use caps and small caps for name of place and roman lowercase for date. Connect date and extract by an em dash. If date and place are credited in a bracket line above extract, they need not be used again at the beginning of paragraph. (See p. 296 under "Credits.")

Each *Whereas* in a preamble must begin a new paragraph. The *Therefore be it* must be preceded by a colon and be run in with the last *Whereas*. *Be it* will run in with the word *Therefore*, but must not be supplied when not in copy. Note the following:

Whereas it has been deemed advisable to, etc.: *Therefore be it Resolved*, That the committee, etc.

In the titles of legal cases copy is followed as to spelling, abbreviations, and use of figures.

Use single punctuation in citations of cases and statutes:

United States v. 12 Diamond Rings (124 U.S. 329; R.S. p. 310, sec. 1748).

Indent star lines 2 ems on each side. Use five stars.

If a title is used as part of the name of an organization, vessel, etc., spell; thus, General U. S. Grant Post No. 76, Grand Army of the Republic.

The order of subdivision of the Constitution of the United States is as follows: article I, section 2, clause 3.

If an exhibit appears at the end of a speech, the head *Exhibit* is set in 6½-point caps and small caps.

In extracts containing votes the names must be run in, as Ellison of Maryland, Jackson, and Ramspeck, etc.

In a Senator's or a Representative's remarks, when amendments, sections, etc., are referred to by number, use *No.* before the figure even though *number* appears in copy. However, if intervening words separate the number and the term it identifies, use *numbered*. For example, Senate amendments Nos. 187 and 188, amendments of the Senate numbered 187 and 188; bill sections Nos. 10 and 11, sections of the bill numbered 10 and 11.

In text references to Senate and House reports and in executive and miscellaneous documents, the *No.* must always be supplied if not in copy; thus, House Report No. 75, Executive Document No. 20, Miscellaneous Document No. 37.

In headings and text references to resolutions and memorials, the *No.* is not used. Examples: *House Resolution 46*, *House Joint Memorial 3*, *Resolution 4*.

In gross or en gros

When a bill comes to final action, in the presentment of amendments collectively for a vote, either the term "*in gross*" or the French equivalent "*en gros*" may be used.

USE OF CAPS AND SMALL CAPS

[Names of Senators and Members are set in caps and small caps when in parentheses, brackets, leaderwork, or tabular matter.]

On motion by (or of) Mr. BUTLER of Maryland, it was, etc.

The VICE PRESIDENT resumed the chair.

The PRESIDING OFFICER (Mr. FULBRIGHT in the chair). Shall the bill pass?

The SPEAKER called the House to order.

Mr. FULTON's amendment was adopted.

Mr. BROWN of Georgia took the floor and yielded to Mr. GRANT.

During the rollcall,

Mr. DONDERO said: If not paired, I would vote "no" on this bill.

A MEMBER. And debate it afterward.

SEVERAL MEMBERS. I object.

Mr. HILL, Mr. TAFT (and others). Let it be read.

Mr. JUDD (and others). Yes.

Mr. HOPE (and other Members). No.

Mr. JOHNSON of Colorado objected.

Mr. CANNON of Missouri addressed the Chair.

Mr. PATMAN rose.

Mr. ROBINSON of Utah subsequently said: Should we not, etc.

The ACTING SECRETARY. In line 11, after the word "*Provided*", it is proposed, etc.

Mr. EATON was recognized, and yielded his time to Mr. LANE.

Mr. KNOWLAND, a Senator from the State of California, appeared in his seat today.

Mr. HUGH D. SCOTT, JR., and Mr. HARDIE SCOTT rose to a point of order.

[When two Members from same State have same surname, full name is used.]

The SPEAKER proceeded to put the question on the motion of Mr. YATES.

The CHAIRMAN appointed Mr. HALE and Mr. TAYLOR as tellers.

Mr. COMBS. I desire to withdraw my vote of "no" and vote "present."

The Clerk (House) called the name of Mr. GAMBLE, and he answered "present."

The clerk (Senate) read Mr. KEM's amendment.

Mr. REED entered the Chamber.

The Secretary proceeded to call the roll, and Mr. AIKEN answered "aye."

Mr. MCKELLAR entered the Chamber and answered to his name.

Mr. LEHMAN and Mr. MORSE entered the Chamber and answered to their names.

After some delay, Mr. BYRD entered the Chamber and answered to his name.

[Note that in 7½-point text an em quad is used after the name of the person speaking, while in 6½-point extracts an en quad only is used, as in the following:]

Mr. STIGLER. I think this bill is so well understood that no time will be required for its discussion.

Mrs. NORTON. Does this bill come from the Committee on Armed Services?

The SPEAKER. It does.

PUNCTUATION

Mr. MUNDT. Mr. President, I call up my amendment which is identified as "4-26-58-C," and ask that it be stated.

I should like to point out that the Senate is about to vote on the amendment which is designated as "4-26-58-C."

The bill was reported to the Senate as amended, and the amendment was concurred in.

The bill was reported to the Senate without amendment, ordered to be engrossed for a third reading, read the third time, and passed.

The bill was ordered to be engrossed for a third reading, read the third time, and passed.

The bill as amended was ordered to be engrossed and read a third time; and being engrossed, it was accordingly read the third time and passed.

The bill was ordered to a third reading, and it was accordingly read the third time and passed.

The bill was ordered to a third reading, was read the third time, and passed.

The bill was ordered to be engrossed and read a third time, was read the third time, and passed.

The title was amended so as to read: "A bill for the relief of Maude S. Burman."

A motion to reconsider was laid on the table. [House.]

[Use this form when title of bill is given.]

The bill was ordered to be engrossed and read a third time, was read the third time, and passed, and a motion to reconsider was laid on the table. [House.]

[Use this form when title of bill is not given.]

The bill was ordered to be engrossed and read a third time, was read the third time, and passed.

The amendments were ordered to be engrossed and the bill to be read a third time.

The amendment was agreed to, and the bill as amended was ordered to be engrossed and read a third time; and being engrossed, it was accordingly read the third time and passed.

There was no objection, and, by unanimous consent, the Senate proceeded, etc.

The question was taken, and the motion was agreed to.

The question being taken, the motion was agreed to.

PARENTHESES AND BRACKETS

Mr. DONDERO. Mr. Speaker, I now yield 5 minutes to the gentleman from Pennsylvania [Mr. HUGH D. SCOTT, JR.].

(Mr. ELSTON of Ohio asked and was given permission to revise and extend his remarks in the RECORD.)

Mr. CANNON of Missouri. There is no "may not" about it. Here is the form in which they are printed [exhibiting].

There being no objection, the Senate, as in Committee of the Whole, proceeded to consider the bill, which had been reported from the Committee on Agriculture and Forestry with amendments.

The Secretary read the bill; and there being no objection, the Senate, as in Committee of the Whole, proceeded to its consideration.

Ordered to lie on the table and to be printed.

During the delivery of Mr. SMITH'S speech,

As in executive session,

The Secretary read the bill; and, by unanimous consent, the Senate, as in Committee of the Whole, proceeded to its consideration.

Mr. KERR, by unanimous consent, was granted leave to withdraw from the files of the House, without leaving copies, the papers in the case of John Jones, no adverse report having been made thereon.

Mr. WIER. Regular order! [or division!]

Mr. WALTER. Regular order, Mr. Chairman.

The Jones bill, to pension soldiers and sailors of the Civil War.

My friend the Senator from Massachusetts said it was a mistake.

Mr. GEORGE addressed the Senate. After having spoken for 35 minutes,

Mr. GILLETTE. Mr. President, if the Senator will yield for a moment. After the second call of the roll.

Mr. PATMAN. Mr. Speaker, that has been agreed to.

[Note use of interrogation mark in the following:]

Mr. LODGE. Mr. President, what does this mean?—

We have never received a dollar of this amount.

Mr. BETTS. I am in hopes we shall be able to secure a vote on the bill tonight. ["Vote!" "Vote!"]

Mr. JONES (at 6 o'clock and 35 minutes p.m.). I move that the House adjourn. ["No!" "No!"]

Mr. BYRNES (to Mr. FORAND). Are these vessels of iron?

Mr. HULL. The Chair rather gets me on that question. [Laughter.] I did not rise. [Cries of "Vote!" "Vote!"]

Mr. KARSTEN (one of the tellers). I do not desire to press the point that no quorum has voted.

The CHAIRMAN (after a pause). If no gentleman claims the floor, the Clerk will proceed with the reading of the bill.

Mr. WATTS. Then he is endeavoring to restrict the liberty of the individual in the disbursement of his own money. [Applause on the Republican side.]

Mr. KENNEDY. Mr. Speaker, I desire to ask unanimous consent that the time of the gentleman— [Cries of "Regular order!"]

Mr. McCORMACK was recognized and said: I will yield 3 additional minutes to the gentleman from Ohio.

Lay on, Macduff;
And damn'd be him that first cries,
"Hold, enough!"

[Laughter.]

The SPEAKER. Is there objection to the consideration of this bill at this time? [After a pause.] There is no objection.

The House accordingly resolved itself into the Committee of the Whole on the Private Calendar (Mr. KERR in the chair) and proceeded to the consideration of pension business on the Private Calendar.

[In Senate copy a Senator is referred to as "the Senator from ——— [Mr. ———].]" Do not supply name and brackets if name does not appear in copy.

[Whenever in House copy Members are referred to as "Mr. MOTT, of Oregon," etc., copy shall be changed to read "the gentleman from Oregon [Mr. MOTT]."

[Note that brackets are used only when *Mr.* appears in copy.

[See also use of *Mr.* in explanation of votes under "Pairs," p. 294.

[When Members are referred to as "Representative PACE," "WRIGHT PATMAN," "Congressman RANKIN," etc., change copy to read "the gentleman from Georgia, Representative PACE," "the gentleman from Texas, WRIGHT PATMAN," "the gentleman from Mississippi, Congressman RANKIN." *The gentleman from*, with the name of State, must be supplied when not in copy.]

VOTING IN THE HOUSE AND IN COMMITTEE OF THE WHOLE

[Note that a dash is used only when a comma is necessary to separate the ayes and noes. If only the ayes or the noes are given, no punctuation is to be used. If the word *and* is used to connect the ayes and noes, as *ayes 52 and noes 65*, or *52 ayes and 65 noes*, the dash is omitted after the word *were* or *being*.]

On the question of ordering the yeas and nays there were 18 ayes and 88 noes.

The question was taken; and on a division (demanded by Mr. POLK) there were—ayes 69, noes 66.

The House divided; and there were—ayes 52, noes 65.

So (no further count being called for) the amendment of Mr. SMITH of Virginia was not agreed to.

So (two-thirds voting in favor thereof) the rules were suspended, and the bill was passed.

The CHAIRMAN [rapping with his gavel]. Debate is exhausted.

Mr. JONES [reading]:

Mr. JONES. Yes. [Reading:]

When in the course of human events, etc.

[Mr. REED of New York addressed the House. His remarks will appear hereafter in the Appendix.]

[Mr. RODINO'S speech will be published entire after it shall have been completed.]

[Or the following, which this Office is authorized to insert, observing that 2 leads are used on each side of "withhold" lines:]

[Mr. NIXON addressed the Senate. His remarks will appear hereafter.]

[Mr. HALLECK addressed the Committee [or House]. His remarks will appear hereafter.]

[Names of Senators or Representatives appearing in remarks of other Members of Congress must be enclosed in brackets, except in listing of tellers or when some other title than *Mr.* is used, as in the following examples:]

Mr. SMITH of Virginia. The gentleman from Washington [Mr. HOLMES] stated that he would support the measure.

Mr. COOPER. The gentleman from Minnesota, Dr. JUDD, stated that he would support the measure.

The Committee divided amid confusion; and after the vote was completed,

The CHAIRMAN. On this question the tellers report—ayes 99, noes 101.

The CHAIRMAN. The gentleman raises the point of no quorum. The Chair will count. [After counting.] Two hundred and seventeen present, a quorum. The noes have it, and the amendment is rejected.

The question being taken on the motion of Mr. BUSH to suspend the rules and pass the bill, it was agreed

to (two-thirds voting in favor thereof).

So (the affirmative not being one-fifth of the whole vote) the yeas and nays were not ordered.

The question was taken by a viva voce vote, and the Speaker announced that two-thirds appeared to have voted in the affirmative and [after a pause] that the bill was passed.

So (two-thirds voting in favor thereof) the motion to suspend the rules was agreed to, and the bill was passed.

Two-thirds voting in favor thereof, the rules were suspended, and the bill was passed.

The question was taken; and in the opinion of the Chair two-thirds having voted in favor thereof, the rules were suspended, and the bill was passed.

The question was taken; and two-thirds having voted in favor thereof, the rules were suspended, and the bill was passed.

The yeas and nays were ordered, there being 43 in the affirmative, more than one-fifth of the last vote.

The question being taken on Mr. KENNEDY's motion, there were—ayes 18, noes 35.

The question being taken on concurring in the amendments of the Senate, there were—ayes 101, noes 5.

Tellers were ordered, and Mr. KELLEY and Mr. MASON were appointed.

The SPEAKER. The Chair appoints as tellers the gentleman from Oklahoma, Mr. DURHAM, and the gentleman from Virginia, Mr. SMITH.

[Do not use brackets on names in above paragraph.]

The House again divided; and the tellers reported—ayes 113, noes 33.

On the question of ordering the yeas and nays there were ayes 30.

The yeas and nays were ordered, 55 Members voting in favor thereof.

On the question of ordering the yeas and nays there were—ayes 21, noes 93; less than one-fifth voting in the affirmative.

On the question of ordering tellers there were ayes 20, not one-fifth of a quorum.

The question was taken upon ordering tellers, and there were 19 in the affirmative, not one-fifth of a quorum.

Tellers on the yeas and nays were not ordered, only 17 Members voting therefor, not one-fifth of a quorum.

The previous question was ordered, and, under the operation thereof, the bill was ordered to be engrossed and read a third time; and being engrossed, it was accordingly read the third time and passed.

The previous question was ordered, and, under the operation thereof, the amendment was agreed to.

The question being taken on the motion of Mr. TAYLOR, it was agreed to; there being—ayes 141, noes 14.

VOTING BY YEAS AND NAYS

Senate

The rollcall was concluded; and the result was announced—yeas 27, nays 31, as follows:

The result was announced—yeas 63, nays 0, as follows:

The yeas and nays were ordered; and being taken, resulted—yeas 18, nays 32, as follows:

The question being taken by yeas and nays, resulted—yeas 37, nays 29, as follows:

Mr. HILL called for the yeas and nays, and they were ordered; and being taken, resulted—yeas 27, nays 23, as follows:

YEAS—27

Bennett	Hayden	Ives
Butler, Md.	Hill	Robertson

NAYS—23

Brewster	Hoey	Russell
Bridges	Johnson, Colo.	Saltonstall

ANSWERED "PRESENT"—1

Butler, Nebr.

NOT VOTING—46

Case	Kilgore	Morse
Chavez	Langer	Smith, Maine

House

The yeas and nays were ordered.

The question was taken; and there were—yeas 76, nays 204, answered "present" 3, not voting 152, as follows:

The question being taken, there were—yeas 197, nays 70, answered "present" 3, not voting 165, as follows:

The question was decided in the affirmative—yeas 193, nays 57, answered "present" 4, not voting 179, as follows:

The question on agreeing to the report of the committee of conference

was taken; and there were—yeas 212, nays 82, answered “present” 5, not voting 134, as follows:

The question was taken; and there were—yeas 124, nays 111, answered “present” 2, reported by tellers 1, not voting 195, as follows:

[Roll No. 116]

YEAS—124

Abernethy	Gathings	Maas
Allen, La.	Gavagan	Madden

NAYS—111

Andersen,	Gavin	Mahon
H. Carl	Gearhart	Manasco

ANSWERED “PRESENT”—2

Stefan	Stewart
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REPORTED BY TELLERS—1

Whittington

NOT VOTING—195

Stearns, N. H.	Tibbott	White
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[If the Speaker votes, his name is not used, but at the end of the “yeas” or “nays,” according to his vote, insert: “The Speaker.”]

PAIRS

[Pairs must be set in 6½-point solid. The word *with* must always be used in pairs in the House, not *and*; and copy must be altered to conform thereto, as Mr. Smith with Mr. Jones—not Mr. Smith and Mr. Jones. Note use of lowercase for names in list of pairs in House.]

The Clerk announced the following pairs:

On this vote:

Mr. Gifford for, with Mr. Ramspeck against.

Mr. Wadsworth for, with Mr. Patman against.

Mr. Short, who would vote “aye,” with Mr. Tarver, who would vote “no.”

For this day:

Mr. Hope with Mr. Bulwinkle.

Until further notice:

Mr. Stewart with Mr. Taber.

Mrs. BOLTON changed her vote from “nay” to “yea.”

Messrs. MANSFIELD and PATTERSON changed their vote from “yea” to “nay.”

The result of the vote was announced as above recorded.

The doors were opened.

Mr. BOYKIN. Mr. Speaker, I voted, but, being paired with the gentleman from Pennsylvania, Mr. SCOTT, I withdraw my vote.

Mr. SULLIVAN. Mr. Speaker, I have a pair with the gentleman from Missouri, Mr. CARNAHAN, who, if present, would have voted “yea.” I voted “nay.” I withdraw my vote and vote “present.”

[In House pairs do not use brackets when Members are referred to by name. In Senate pairs observe following use of brackets:]

Mr. BYRD (when his name was called). I am paired on this question with the senior Senator from Massachusetts [Mr. LODGE]. If he were here, I should vote “yea.”

CALL OF THE HOUSE

Mr. DELANEY. I move that there be a call of the House.

The motion was agreed to.

The Clerk called the roll, and the following Members failed to answer to their names:

[Roll No. 106]

Angell	Graham	Mason
Arends	Granger	May
Arnold	Grant, Ala.	Merritt

The SPEAKER. The doors will now be closed, and the Clerk will call the list of absentees for excuses.

The Clerk called the absentees, as follows:

Mr. CANNON: No excuse offered.

Mr. STAGGERS.

Mr. MARSHALL. I have been requested to announce that Mr. STAGGERS was obliged to go to his room. I ask that he be excused for this day.

There was no objection.

Mr. BENTSEN: No excuse offered.

The SPEAKER pro tempore. Three hundred and thirty-five Members have answered to their names, a quorum.

Mr. PATMAN. Mr. Speaker, I move that further proceedings under the call be dispensed with.

The motion was agreed to.

FORMS OF TITLES

[Always in roman lowercase, flush and hang if more than two lines.]

Joint resolution authorizing the Secretary of the Treasury to issue 2 per centum bonds or certificates in exchange for bonds bearing a higher rate of interest

Resolved by the Senate and House of Representatives of the United States of America in Congress assembled, That the Secretary of the Treasury be, and he is hereby, etc.

H.R. 4487

A bill to authorize the Rock Island and Southwestern Railway Company to construct a bridge over the Mississippi River at New Boston, State of Illinois

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it shall be lawful for the Rock Island and Southwestern Railway Company, a corpo-

ration organized under the general incorporation, etc.

Joint resolution proposing an amendment to the Constitution providing for the election of certain United States officers by the people

Resolved by the Senate and House of Representatives of the United States of America in Congress assembled (two-thirds of each House concurring therein), That the following amendment to the Constitution of the United States be proposed to, etc.

MEMORIAL OF THE SETTLERS OF SOUTHERN COLORADO

To the Senate and House of Representatives of the United States in Congress Assembled:

The undersigned Executive Committee of the Settlers of Southern Colorado, living on what is called the Las Animas grant, would respectfully represent, etc.

ADDRESSES AND SIGNATURES

[No leads are to be used in communications in the Record]

The Honorable the SECRETARY OF THE
 NAVY.

DEAR MR. SECRETARY: This is in response to your letter, etc.

Very sincerely yours,
 HARRY S. TRUMAN.

COLUMBIA, Mo.,
 January 17, 1958.

Hon. MORGAN M. MOULDER,
 House Office Building,
 Washington, D.C.:

The President's farm message of today
 * * * * *

farmers and prevent the spread of this depression to every part of our country.

MISSOURI FARMERS ASSOCIATION,
 F. V. HEINKEL, President.

JANUARY 16, 1958.

Hon. ROBERT B. ANDERSON,
 The Secretary of the Treasury, Department of the Treasury, Washington,
 D.C.

DEAR MR. SECRETARY: Mindful of the tremendous workload, etc.

I would appreciate your comment on the foregoing proposal.

Sincerely yours,
 HERBERT ZELENIKO,
 Member of Congress.

MINNEAPOLIS, MINN.,
 July 29, 1957.

Senator EDWARD J. THYE,
 Senate Office Building,
 Washington, D.C.:

Retention of title 4 in civil rights bill, in its present form without jury trial, etc.

Respectfully submitted.
 Gene H. Rosenblum, Cochairman;
 Paul H. Ray, Cochairman; Cynthia

Asplund, James Pedersen, George Doty, Thomas St. Martin, Joan O'Neill, Lloyd Moosebrugger, Sam Kaplan, Ronald Nemer, Dean Potter, Phillip Archer, Thomas McDonough, Mrs. Lloyd Moosebrugger, Minnesota Young Democratic Civil Rights Committee.

JANUARY 16, 1958.

Re resignation from committee.

Hon. SAM RAYBURN,
 The Speaker, U.S. House of Representatives,
 U.S. Capitol, Washington, D.C.

DEAR MR. SPEAKER: Having changed my politics from Republican to Democratic, etc.

With my best wishes.
 Sincerely,

VINCENT J. DELLY.

U.S. SENATE,
 PRESIDENT PRO TEMPORE,
 Washington, D.C., March 17, 1958.

To the Senate:

Being temporarily absent from the Senate, I appoint Hon. MIKE MANSFIELD, a Senator from the State of Montana, to perform the duties of the Chair during my absence.

CARL HAYDEN,
 President pro tempore.

MARCH 28, 1958.

I hereby designate the Honorable JOHN W. McCORMACK to act as Speaker pro tempore today.

SAM RAYBURN,
 Speaker of the House
 of Representatives.

THE INTERNATIONAL UNION OF
 UNITED BREWERY, FLOUR, CE-
 REAL, SOFT DRINKS & DISTIL-
 LERY WORKERS OF AMERICA,
 Cincinnati, Ohio, March 25, 1958.

To the Senate of the United States.
 To the U.S. House of Representatives.

HONORABLE SIRs: April 7, 1958, being the
 25th anniversary of the modification, etc.

[Two to eight independent signatures, with
 or without titles, are aligned on the left and
 the longest name is indented 1 em on the
 right.]

To the Honorable Senate and House of
 Representatives of the United States
 of America Now Assembled at Wash-
 ington, D.C.:

The undersigned, officers of the Navy of
 the United States, respectfully show unto
 your honorable bodies, etc.

JAMES G. GREEN.
 W. H. H. SOUTHERLAND.
 F. F. FLETCHER.
 C. C. WILSON.

Respectfully submitted.

KARL F. FELLER,
International President.
 THOMAS RUSCH,
Director of Organization.
 ARTHUR J. GILDEA,
Secretary-Treasurer.
 JOSEPH E. BRADY,
Director of Legislation.

[More than 8 signatures, with or with-
 out titles, are set full measure, caps and
 lowercase, run in, indented 2 and 3 ems, as
 follows:]

Brown, Shipley & Co.; Denniston,
 Cross & Co.; Fruhling & Goschen,
 Attorneys; C. J. Hambro & Sons;
 Hardy, Nathan & Co.; Heilbut, Sym-
 mons & Co.; Henckel du Boisson &
 Co.; Hoare, Miller & Co., by George
 Miller; Geo. F. Selby, President,
 Acme Ice Co.

THOMAS E. RHODES,
 Special Assistant to the Attorney
 General, Attorney for Howard Suth-
 erland, Director, Office of Alien
 Property.

JOHN SMITH,
Lieutenant Governor
 (For the Governor of Maine).

TEXARKANA TEXTILE MERCHANTS &
 MANUFACTURERS' ASSOCIATION,
 JOHN L. JONES, Secretary.

CREDITS

The collector of the general committee
 has an alphabetical book which contains
 the names of persons and the amount
 each individual is required to pay.
 (Harlan committee, H. Rept. No. 313, 70th
 Cong., 3d sess., pp. 250, 251.)

[From the Rochester (N.Y.) Democrat
 and Chronicle, Sept. 10, 1957]

MR. BYRD'S STATEMENT

No fairminded person can read the
 very clear and explicit statement made by
 Mr. Byrd to a representative of this, etc.

EXTRACTS

[Extracts must be set in 6½-point unless
 ordered otherwise by the Joint Committee on
 Printing and the operator will be expected
 to set them so, whether marked or not, if the
 copy clearly indicates that they are extracts.
 This does not refer to a casual quotation of
 a few words or that would not make more
 than one line of 6½-point.]

Mr. TABER. Let us see what that
 is:

The stipulations of this treaty are to be
 a full settlement of all claims of said
 Creek Nation for damages and losses of
 every kind growing out of the late rebel-
 lion—

I do not think he means that—
 and all expenditures by the United States
 of annuities in clothing and feeding ref-

ugee and destitute Indians since the di-
 version of annuities for that purpose
 consequent upon the late war with the
 so-called Confederate States; and the
 Creeks hereby ratify and confirm—

What?—

all such diversions of annuities hereto-
 fore made from the funds of the Creek
 Nation by the United States; and the
 United States agree that no annuities—

And so forth. I believe that shows
 clearly the purpose of the treaty.

[Note, as above, that following an excerpt,
 the 7½-point must begin with a paragraph.]

[An address of the President delivered out-
 side of Congress or referred to as an extract
 will be set in 6½-point.]

FORMS OF SPEECH HEADS

The Oil Monopoly Plays No Favorites in <Case 211 caps & lowercase
 [1 lead]
the European War [no lead]

<3-em dash

[1 lead]
EXTENSION OF REMARKS <7½-pt. caps

[1 lead]
 OF
 [2 leads] <6½-pt. small caps

HON. H. ALEXANDER SMITH <Case 212 caps

[1 lead]
 OF NEW JERSEY <6½-pt. small caps

[2 leads]
IN THE SENATE OF THE UNITED STATES <6½-pt. caps

[2 leads]
Monday, September 17, 1950 <7½-pt. italic lowercase

[2 leads]

Mr. SMITH of New Jersey. Mr. President, I ask unanimous consent to have printed in the Appendix of the RECORD an article from the St. Louis Post-Dispatch.

Farm-Labor Program, 1950 <Case 211 caps & lowercase

<3-em dash

SPEECH <7½-pt. caps

OF <6½-pt. small caps

HON. LEROY JOHNSON, JR. <Case 212 caps

OF CALIFORNIA <6½-pt. small caps

IN THE HOUSE OF REPRESENTATIVES <6½-pt. caps

Saturday, March 17, 1950 <7½-pt. italic lowercase

The House in Committee of the Whole House on the State of the Union had under consideration House Joint Resolution 96 making an appropriation to assist in providing a supply and distribution of farm labor for the calendar year 1943.

Mr. JOHNSON. Mr. Chairman, I think in approaching this matter we should consider what is the fundamental purpose of passing this legislation.

[Always *Mr. Speaker* on "leave to print" and on speeches delivered before the House; but on speeches delivered when the House is in Committee of the Whole, etc., *Mr. Chairman* is the correct form.]

[In "extension of remarks" speeches the following words may be used under the italic dateline when they are supplied by the author; set flush and hang:]

On House Resolution 214 and impeachment charges preferred < 6½-pt.
 against Hon. Samuel Alschuler, judge of the U.S. Circuit Court
 of Appeals for the Seventh Circuit, by Hon. THOMAS S. GORDON,
 of Illinois

Scheme of text headings

[For spacing of headings, see under "General rules," p. 287]

	<i>7½ point</i>
Single head-----	7½-point caps.
With 1 class of subhead-----	{7½-point caps. 6½-point small caps.
	<i>6½ point</i>
Single head-----	6½-point caps and small caps.
With 1 class of subhead-----	{6½-point caps and small caps. 6½-point small caps.
With 2 classes of subheads-----	{6½-point caps and small caps. 6½-point small caps. 6½-point italic lowercase.
With 3 or 4 classes of subheads-----	{6½-point caps and small caps. 6½-point small caps. 6½-point italic lowercase. 6½-point roman caps and lowercase. 6½-point roman lowercase.

CONGRESSIONAL PROCEEDINGS

SENATE

MONDAY, MARCH 17, 1952

(Legislative day of Tuesday, March 11, 1952)

The Senate met at 12 o'clock meridian, on the expiration of the recess.

[Above line to be used only when Senate is in recess.]

The Chaplain, Rev. Frederick Brown Harris, D.D., offered the following prayer:

Eternal Spirit, center of every sphere, yet for us not just out on the vast rim of far spaces, but nearer to us than breathing—a present help, waiting to live in us; our daily sustenance, the fountain of a courage that will not fail, and of a power that can use our frail weakness as its healing and illuminating channel:

Under the shadow of Thy throne
Still may we dwell secure.
Sufficient is Thine arm alone,
And our defense is sure.

We ask it in the dear Redeemer's name. Amen.

DESIGNATION OF ACTING PRESIDENT PRO TEMPORE

The Secretary, Leslie L. Biffle, read the following letter:

U.S. SENATE,
PRESIDENT PRO TEMPORE,
Washington, D.C., March 17, 1952.

To the Senate:

Being temporarily absent from the Senate, I appoint Hon. PAUL H. DOUGLAS,

a Senator from the State of Illinois, to perform the duties of the Chair during my absence.

KENNETH MCKELLAR,
President pro tempore.

Mr. DOUGLAS thereupon took the chair as Acting President pro tempore.

THE JOURNAL

On request of Mr. McFARLAND, and by unanimous consent, the reading of the Journal of the proceedings of Friday, March 14, 1952, was dispensed with.

MESSAGE FROM THE HOUSE

A message from the House of Representatives, by Mr. Chaffee, its enrolling clerk, announced that the House had passed the bill (S. 17) to provide for a temporary adjustment of salaries of the Metropolitan Police, the U.S. Park Police, the White House Police, and the members of the Fire Department of the District of Columbia, with amendments, in which it requested the concurrence of the Senate.

The message also announced that the House had agreed to the amendment of the Senate to the amendment of the House to the bill (S. 677) to amend the National Housing Act, as amended.

The message further announced that the House had passed the following bills and joint resolutions, in which it requested the concurrence of the Senate:

H.R. 777. An act to amend an act entitled "An act to regulate the hours of employment and safeguard the health of females employed in the District of Columbia," approved February 24, 1914;

H.R. 1408. An act to amend section 301(a)(1) of the Agricultural Adjustment Act of 1938, as amended, and the first sentence of paragraph (1) of section 2 of the Agricultural Adjustment Act of 1933, as amended and as reenacted and amended by the Agricultural Marketing Agreement Act of 1937, approved June 3, 1937, as amended, so as to include the cost of all farm labor in determining the parity price of agricultural commodities;

H.J. Res. 37. Joint resolution relating to the provision of butter for the patients of St. Elizabeths Hospital; and

H.J. Res. 100. Joint resolution extending the time within which certain acts under the Internal Revenue Code are required to be performed.

The message also announced that the House had agreed to a concurrent resolution (H. Con. Res. 12) to express the sense of the Congress with respect to the importance of farmers to the effective prosecution of the war, and for other purposes, in which it requested the concurrence of the Senate.

ENROLLED BILLS AND JOINT RESOLUTION SIGNED

The message further announced that the Speaker pro tempore of the House had affixed his signature to the following enrolled bills and joint resolution, and they were signed by the Acting President pro tempore:

S. 171. An act for the relief of Arthur A. Schipke;

S. 518. An act for the relief of Robert T. Groom, Daisy Groom, and Margaret Groom Turpin; and

H.J. Res. 83. Joint resolution to permit additional sales of wheat for feed.

HOUSE BILLS AND JOINT RESOLUTIONS REFERRED OR PLACED ON THE CALENDAR

The following bills and joint resolutions were severally read twice by their titles and referred, or ordered to be placed on the calendar, as indicated:

H.R. 1408. An act to amend section 301(a)(1) of the Agricultural Adjustment Act of 1938, as amended, and the first sentence of paragraph (1) of section 2 of the Agricultural Adjustment Act of 1933, as amended, and as reenacted and amended by the Agricultural Marketing Agreement Act of 1937, approved June 3, 1937, as amended, so as to include the cost of all farm labor in determining the parity price of agricultural commodities; to the calendar.

H.R. 777. An act to amend an act entitled "An act to regulate the hours of employment and safeguard the health of females employed in the District of Columbia," approved February 24, 1914; and

H.J. Res. 37. Joint resolution relating to the provision of butter for the patients of St. Elizabeths Hospital; to the Committee on the District of Columbia.

H. Con. Res. 100. Concurrent resolution extending the time within which certain acts under the Internal Revenue Code are required to be performed; to the Committee on Finance.

RESOLUTIONS

The following resolutions were submitted or reported and referred as indicated:

KRAMER MILLS, INC.—REFERENCE OF BILL TO COURT OF CLAIMS

Mr. POTTER submitted the following resolution (S. Res. 249), which was referred to the Committee on the Judiciary:

HOUSE CONCURRENT RESOLUTION PLACED ON THE TABLE

The concurrent resolution (H. Con. Res. 12) to express the sense of the Congress with respect to the importance of farmers to the effective prosecution of the war, and for other purposes, was ordered to be placed on the table.

PETITIONS AND MEMORIALS

Petitions, etc., were laid before the Senate, or presented, and referred as indicated:

By the ACTING PRESIDENT pro tempore:

A resolution of Hollywood Parlor No. 196, Native Sons of the Golden West, of Los Angeles, Calif., protesting against the formation of a special unit of the United States Army; to the Committee on Armed Services.

By Mr. THYE:

A letter in the nature of a petition from the Altrusa Club, of Los Angeles, Calif., praying for the adoption of the so-called equal rights amendment to the Constitution; to the Committee on the Judiciary.

A petition of sundry citizens of Little River, Kans., praying for the enactment of Senate bill 860, relating to the sale of alcoholic liquors to the members of the land and naval forces of the United States; to the Committee on Armed Services.

[Follow Office style in Senate petitions and memorials. When an address of a society or institution is given, use the comma before *of*, except when town name is part of organization name. Observe the following forms of capitalization and punctuation:]

The First Presbyterian Church of Box-town; the Luther Memorial Church, of Carrville; the Woman's Christian Temperance Union of Beansburg; the Moody Temperance Union, of Clayton; General U. S. Grant Post No. 25, Grand Army of the Republic; local union No. 1133, of Bridgeton; Popcorn Grange No. 47, of Craddock; A. K. Jones and seven others, of Akron; T. P. Loud and other citizens of Boston; Union No. 6, International Association of Machinists, of Brockton; the Times, of Cass; the Board of Trade of Trenton; the City Council of Princeton; the Braintree Shoe Co., of Braintree; the First National Bank of Bladensburg; the Brady National Bank, of Bladensburg; the Society of Christian Endeavor of Riverdale; and the Yarmouth Bridge Co., of Baltimore, all in the State, etc., praying, etc.

REPORTS OF COMMITTEES

The following reports of committees were submitted:

By Mr. LODGE, from the Committee on Armed Services:

S. 886. A bill relating to the selective service deferment, on occupational grounds, of persons employed by the Federal Government; without amendment (Rept. No. 120).

By Mr. WILEY, from the Committee on the Judiciary:

S. 241. A bill for the relief of Rachel Acerra; with an amendment (Rept. No. 121); and

H.R. 1279. A bill for the relief of Lee Watts; without amendment (Rept. No. 122).

ENROLLED BILLS PRESENTED

Mrs. SMITH of Maine, from the Committee on Rules and Administration, reported that that committee presented to the President of the United States the following enrolled bills:

On March 16, 1952:

S. 786. An act to amend title I of Public Law 2, 82d Congress, March 20, 1952, and the Veterans Regulations to provide for rehabilitation of disabled veterans, and for other purposes.

On March 17, 1952:

S. 303. An act to extend the jurisdiction of naval courts-martial in time of war or national emergency to certain persons outside the continental limits of the United States.

EXECUTIVE REPORTS OF COMMITTEES

As in executive session,

The following favorable reports of nominations were submitted:

By Mr. HAYDEN, from the Committee on Post Office and Civil Service:

Sundry postmasters.

By Mr. MORSE, from the Committee on Armed Services:

A. Frederick Smith, from the State of Florida, to be senior economist, at \$4,600 per annum, in the Atlanta regional office of the National Security Training Commission; and

James J. Carney, Jr., from the State of Florida, to be program control technician, at \$4,600 per annum, in the Atlanta regional office of the National Security Training Commission.

BILLS AND JOINT RESOLUTION INTRODUCED

Bills and a joint resolution were introduced, read the first time and, by unanimous consent, the second time, and referred as follows:

By Mr. BYRD:

S. 887. A bill conferring jurisdiction upon the U.S. District Court for the Western District of Virginia to hear, determine, and render judgment upon the claims of John Weakley and Rella Moyer; to the Committee on the Judiciary.

By Mr. JOHNSON of Colorado:

S. 888 (by request). A bill to establish a domestic allotment plan for basic agricultural commodities, to regulate commerce in such commodities, and to provide for the orderly marketing of such commodities at fair prices in interstate and foreign commerce; to the Committee on Agriculture and Forestry.

By Mr. THYE:

S.J. Res. 45. Joint resolution relating to emergency crop, seed, and feed loans and to regional Commodity Credit Corporation loans; to the Committee on Agriculture and Forestry.

[Observe that the comma is omitted after a duplicate Senator's or Member's name when followed by *of* and the State. This applies

also to enumerations of Senators or Members when a duplicate Senator's or Member's name appears in the enumeration, as Mr. JOHNSON of California, Mr. THOMAS of Oklahoma, and Mr. WILLIS of Indiana were appointed. Otherwise Mr. WAGNER, of New York; Mr. HAYDEN, of Arizona; and Mr. WILLIS, of Indiana. This is not intended to apply to other than Senators or Members, or when the Christian name or initials of a Member are given, as Mr. BLANK, of Wyoming; Mr. ELMER THOMAS, of Oklahoma.

[Observe that the No. is dropped from the title of bills in every case where S. or H.R. is used, and instead of S. No. 1069 or H.R. No. 4321 it is S. 1069 and H.R. 4321.]

**WITHHELD AND CONCLUDED
SPEECH**

[Mr. DOUGLAS resumed and concluded the speech begun by him on Tuesday, which follows entire:]

Tuesday, March 16, 1952

Mr. DOUGLAS. Mr. President, what is the parliamentary situation?

The VICE PRESIDENT. The question is, Shall the bill pass?

During the delivery of Mr. WATKINS' address,

Wednesday, March 17, 1952

[Continuation from Tuesday,
March 16, 1952]

Mr. DOUGLAS. Mr. President, I probably should be censured for having taken up several hours.

**ADDRESSES, EDITORIALS, ARTICLES, ETC., PRINTED IN THE
APPENDIX**

On request, and by unanimous consent, addresses, editorials, articles, etc., were ordered to be printed in the Appendix, as follows:

By Mr. DIRKSEN:

Statement prepared by him entitled "The Inflation Engine."

By Mr. WILLIAMS:

Statement prepared by him, together with a letter from John B. Dunlap, Commissioner of Internal Revenue, relative to the unpaid tax account of A. H. Myers, Kansas City, Mo.

By Mr. MARTIN:

An address delivered by him before the Ohio Federation of Republican Women's Organizations at Columbus, Ohio, on October 8, 1951.

By Mr. BUTLER of Maryland (for Mr. HENDRICKSON):

Statement released by Mr. HENDRICKSON today urging immediate consideration of the remainder of the Hoover Reorganization Commission recommendations when Congress reconvenes next January.

MESSAGES FROM THE PRESIDENT—APPROVAL OF BILLS

Messages in writing from the President of the United States were communicated to the Senate by Mr. Miller, one of his secretaries, who also announced that the President had approved and signed the following acts:

On March 12, 1952:

S. 677. An act to amend the National Housing Act, as amended.

On March 16, 1952:

S. 171. An act for the relief of Arthur A. Schipke; and

S. 786. An act to amend title I of Public Law 2, 73d Congress, March 20, 1933, and the Veterans Regulations to provide for rehabilitation of disabled veterans, and for other purposes.

BLANCHE H. KARSCH, ADMINISTRATRIX OF THE ESTATE OF KATE E. HAMILTON—VETO MESSAGE (S. DOC. NO. 108)

The VICE PRESIDENT laid before the Senate the following veto message from the President of the United States, which was read, and with the accompanying bill, referred to the Committee on the Judiciary and ordered to be printed:

[3 leads]

To the Senate:

I return herewith, without my approval, S. 514, entitled "An act for the relief of Blanche H. Karsch, administratrix of the estate of Kate E. Hamilton."

I know of no circumstances which would justify the exception made by S. 514 to the long-continued policy of Congress, and do not believe that the field of special legislation should be opened to relieve special classes of taxpayers from the consequences of their failure to file claims within the period fixed by law.

HARRY S. TRUMAN.

THE WHITE HOUSE, *March 17, 1952.*

[When communications from the President contain extracts, etc., such extracts must be in 6½-point.]

REPORT ON CLASSIFIED INFORMATION (S. DOC. NO. 107)

Mr. LODGE. Mr. President, the Committee on Armed Services of the Senate has recently requested the Office of Public Relations of the Department of the Navy to submit to it

a report on classified information. The Department of the Navy has complied with the request, and I now present the report and ask that it be published as a Senate document.

The VICE PRESIDENT. Without objection, the report will be printed as a document as requested by the Senator from Massachusetts.

PAWNEE INDIANS v. THE UNITED STATES (S. DOC. NO. 311)

The VICE PRESIDENT laid before the Senate a communication from the Assistant Clerk of the Court of Claims, transmitting a certified copy of the findings of fact and conclusion filed by the court in the cause of The Pawnee Tribe of Indians against The United States, which was referred to the Committee on Finance and ordered to be printed.

[Note the insertion of (*S. Doc. No.* —) in cases where papers are ordered to be printed as a document. To be inserted only when ordered to be printed or its equivalent is in copy.]

Third reading and passage of a bill

MISSOURI RIVER BRIDGE NEAR ST. CHARLES, MO.

The bill (S. 4174) to extend the times for commencing and completing the construction of a bridge across the Missouri River at or near St. Charles, Mo., was considered, ordered to be engrossed for a third reading, read the third time, and passed, as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the times for commencing and completing the construction of the bridge across the Missouri River, etc.

ROY M. YOUNG

The bill (H.R. 4115) for the relief of Roy M. Young was considered, ordered to a third reading, read the third time, and passed.

Amendment, third reading, and passage of a bill

GOVERNMENT OF THE TERRITORY OF HAWAII

The Senate proceeded to consider the bill (S. 1881) to amend an act entitled "An act to provide a government for the Territory of Hawaii," approved April 30, 1900, as amended,

to establish a Hawaiian Homes Commission, and for other purposes, which had been reported from the Committee on Interior and Insular Affairs with amendments.

The first amendment was, on page 4, line 22, to strike out "Keaakupaha" and insert "Keaaukaha".

The amendment was agreed to.

The next amendment was, on page 6, line 19, after the figure "(1)", to insert "by further authorization of Congress and", so as to make the paragraph read:

(1) by further authorization of Congress and for a period of five years after the first meeting of the Hawaiian Homes Commission only those lands situate on the island of Molokai, etc.

The amendment was agreed to.

The bill was ordered to be engrossed for a third reading, read the third time, and passed.

The title was amended so as to read: "A bill to amend an Act entitled 'An Act to provide a government for the Territory of Hawaii,' approved April 30, 1900, as amended, to establish a Hawaiian Homes Commission, granting certain powers to the Board of Harbor Commissioners of the Territory of Hawaii, and for other purposes".

Forms of amendments

The joint resolution (S.J. Res. 4) requesting the President to negotiate a treaty or treaties for the protection of salmon in certain parts of the Pacific Ocean was announced as next in order.

Mr. McFARLAND. Mr. President, I have just had an opportunity to examine this joint resolution. I offer this amendment.

The PRESIDING OFFICER. The Secretary will state the amendment offered by the Senator from Arizona.

The READING CLERK. On page 1, line 11, it is proposed to strike out the words "both within and", so as to make the joint resolution read:

Resolved by the Senate and House of Representatives of the United States of America in Congress assembled, That the President of the United States be, and he is hereby, requested to negotiate on behalf of the United States, as promptly as is practicable, etc.

Mr. BRIDGES. Mr. President, I observe in the report of the bill by the chairman of the Foreign Relations Committee that it is reported as a

Senate joint resolution. I ask for a modification of it so that it will be a Senate resolution instead of a Senate joint resolution.

The LEGISLATIVE CLERK. It is proposed to strike out "S.J. Res. 4" and insert "S. Res. 85".

The PRESIDING OFFICER. Is there objection to the modification? The Chair hears none, and it will be so modified.

Mr. McFARLAND. Would it not be necessary to change the resolving clause also? The resolving clause reads:

Resolved by the Senate and House of Representatives of the United States of America in Congress assembled.

Mr. BRIDGES. Yes, Mr. President; it should read simply "Resolved". I ask that that change be made.

The LEGISLATIVE CLERK. On page 1, lines 1 and 2, it is proposed to strike out all after the word "Resolved".

The amendment was agreed to.

The VICE PRESIDENT. The next amendment will be stated.

The ASSISTANT SECRETARY. On page 2, line 13, after the word "pound", insert the words "except rice cleaned for use in the manufacture of canned foods", so as to read:

Rice, cleaned, 2 cents per pound, except rice cleaned for use in the manufacture of canned foods.

The VICE PRESIDENT. The question is on agreeing to the amendment. The amendment was agreed to.

The next amendment was, on page 151, to strike out:

Steamer *Phalarope*: Master, \$1,500; engineer, \$1,200; fireman, \$780; two seamen at \$810 each; cook, \$870; in all, \$5,970.

The amendment was agreed to.

[Note use of words, figures, and punctuation in the following:]

The next amendment was, on page 34, in line 9, under the heading "Employees' Compensation Commission", before the word "assistants", to strike out "five" and insert "three"; in line 10, after the word "clerks" and before the words "of class 3", to strike out "seven" and insert "five"; in line 11, before the words "of class 2", to strike out "twelve" and insert "nine"; in the same line, before the words "of class 1", to strike out "twenty-seven" and insert "twenty"; in line 12, before the words "at \$1,000 each", to strike out "three" and insert "two"; and in line

18, to strike out "\$124,940" and insert "\$102,590", so as to read:

EMPLOYEES' COMPENSATION COMMISSION

Salaries: Three Commissioners at \$4,000 each; secretary, \$2,750; attorney, \$4,000; chief statistician, \$3,000; chief of accounts, \$2,500; accountant, \$2,250; claim examiners—chief \$2,250, assistant \$2,000, assistant \$1,800, three assistants at \$1,600 each; special agents—two at \$1,800 each, two at \$1,600 each; clerks—five of class 3, nine of class 2, twenty of class 1, two at \$1,000 each; in all, \$102,590.

Mr. HOLLAND submitted an amendment intended to be proposed by him to the sundry civil appropriation bill, which was ordered to lie on the table and to be printed, as follows:

Add a new section, as follows:

"That the President of the Senate appoint three Members of the Senate; and the Speaker of the House three Members of the House."

The Senate resumed the consideration of the bill (H.R. 4075) to limit the immigration of aliens into the United States.

Mr. BYRD. Mr. President, I offer an amendment, which I send to the desk.

The VICE PRESIDENT. The amendment will be stated.

The ASSISTANT SECRETARY. On page 9, line 3, it is proposed to amend by striking out "3" and inserting "1", so that it will read:

SEC. 2. (a) That the number of aliens of any nationality who may be admitted under the immigration laws to the United States in any fiscal year shall be limited to 1 per centum of the number of foreign-born persons of such nationality resident in the United States.

The VICE PRESIDENT. The question is on agreeing to the amendment offered by the Senator from Virginia to the amendment of the committee.

The amendment to the amendment was rejected.

The PRESIDING OFFICER. The question is, Shall the bill pass?

Mr. THYE. I ask for the yeas and nays on the passage of the bill.

Mr. GEORGE. Let us have the yeas and nays.

The yeas and nays were ordered, and the reading clerk proceeded to call the roll.

Mr. LONG (when his name was called). I am paired with the senior Senator from New Hampshire [Mr.

BRIDGES]. I am informed that if he were present he would vote as I intend to vote on the passage of the bill. I therefore feel at liberty to vote, and vote "yea."

Mr. SALTONSTALL. I desire to announce that the Senator from Nebraska [Mr. BUTLER], the senior Senator from New Hampshire [Mr. BRIDGES], and the Senator from Delaware [Mr. WILLIAMS] would vote for the bill if present. They are necessarily absent.

The result was announced—yeas 78, nays 1, as follows:

YEAS—78

Aiken	Gillette	Long
Dirksen	Green	Nixon

NAYS—1

Ives

NOT VOTING—17

Bricker	Kilgore	Robertson
Byrd	Long	Taft

EXECUTIVE SESSION

Mr. McFARLAND. I move that the Senate proceed to the consideration of executive business.

The motion was agreed to; and the Senate proceeded to the consideration of executive business.

[An executive session usually being open, the following precedes the recess or adjournment heading:]

TREATY OF ARBITRATION AND CONCILIATION WITH SWITZERLAND

The Chief Clerk proceeded to read Executive B, a treaty of arbitration and conciliation with Switzerland, signed at Washington on March 17, 1952, which was considered as in Committee of the Whole, and is as follows:

To the Senate of the United States:

To the end that I may receive the advice and consent of the Senate to ratification, I transmit herewith a treaty of arbitration and conciliation between the United States and Switzerland, signed at Washington on March 17, 1952.

HARRY S. TRUMAN.

THE WHITE HOUSE, March 17, 1952.

[A letter from the President to the Senate is set in 6½-point type when any form of treaty is enclosed that is to be printed in the Record in connection therewith. The letter is set in 6½-point type whether the treaty

follows or precedes it or is separated from it by intervening matter.]

RECESS

Mr. McFARLAND. I move that the Senate take a recess until tomorrow at 12 o'clock.

The motion was agreed to; and (at 4 o'clock and 56 minutes p.m.) the Senate took a recess until tomorrow, Thursday, March 18, 1952, at 12 o'clock meridian.

(For nominations this day received, see the end of Senate proceedings.)

[After the recess or adjournment heading the following appears:]

NOMINATIONS

Executive nominations received by the Senate March 17 (legislative day of March 9), 1952:

[Under heading *Postmaster*, omit the State subheading if only one nomination or confirmation is given. Under the heads *Nominations*, *Confirmations*, *Withdrawal*, and *Rejection*, the following scheme for subheads is to be followed:

[Heads indicating service, or branch or department of Government—6½-point caps and small caps.

[Subheads indicating subdivision or type of service—6½-point small caps.

[Subheads indicating new rank of appointee—6½-point italic.]

DIPLOMATIC AND FOREIGN SERVICE

Merlin E. Smith, of Ohio, to be a Foreign Service officer, unclassified, a vice consul of career, and a secretary in the diplomatic service of the United States of America.

THE JUDICIARY

Tom C. Clark, of Texas, to be Assistant Attorney General of the United States, vice Hon. Thurman Arnold, resigned.

Hugh B. Cox, of the District of Columbia, to be Assistant Attorney General of the United States; new position.

TEMPORARY APPOINTMENT IN THE ARMY OF THE UNITED STATES

Lt. Gen. Henry Harley Arnold (major general, U.S. Army), Army of the United States.

APPOINTMENTS, BY TRANSFER, IN THE REGULAR ARMY OF THE UNITED STATES¹

TO ORDNANCE DEPARTMENT¹

Lt. Col. George DeVere Barnes, Quartermaster Corps (temporary colonel), with rank from January 11, 1952.

IN THE AIR FORCE

To be brigadier generals¹

Maj. Gen. Harry George Armstrong, 209A (colonel, U.S. Air Force), Air Force of the United States, medical.

Brig. Gen. John Ferral McBlain, 203A (colonel, U.S. Air Force), Air Force of the United States.

¹ See note under "Nominations," above.

PROMOTIONS IN THE REGULAR ARMY OF THE UNITED STATES

To be colonels with rank from March 1, 1952

Lt. Col. Charles Harrison Corlett, Infantry (temporary major general).

Lt. Col. William Ord Ryan, Air Force (temporary brigadier general).

MEDICAL CORPS

To be colonels

Lt. Col. Edgar Fremont Haines, Medical Corps (temporary colonel), with rank from April 6, 1952.

Lt. Col. John Randolph Hall, Medical Corps (temporary colonel), with rank from April 6, 1952.

APPOINTMENTS AND PROMOTIONS IN THE NAVY

TEMPORARY SERVICE

Capt. Ingram C. Sowell to be a rear admiral in the Navy, for temporary service, to rank from the 13th day of September 1951.

The following-named commanders to be captains in the Navy, to rank from the date stated opposite their names:

Felix B. Stump, June 30, 1951.

Joseph W. Fowler, June 30, 1951.

The following-named ensigns to be lieutenants (junior grade) in the Navy, to rank from the 1st day of June 1951:

Louis H. Roddis, Jr. Neil E. Harkleroad
Charles H. Johnson, Jr. John N. Renfro

The following-named officers of the Naval Reserve to be ensigns in the Navy, to rank from the 1st day of December 1951:

Willard E. Eder

William W. Hunker

Carl C. Schmuck, Jr.

IN THE MARINE CORPS

Col. David L. S. Brewster to be a brigadier general in the Marine Corps, for temporary service, from the 16th day of September 1951.

Col. Clifton B. Cates to be a brigadier general in the Marine Corps, for temporary service, from the 16th day of September 1951.

POSTMASTERS

The following-named persons to be postmasters:

ALASKA²

Lew M. Williams, Wrangell, Alaska, in place of B. Y. Grant, resigned.

CALIFORNIA

Ella S. Anderson, Auberry, Calif. Office became Presidential July 1, 1951.

MISSOURI

Hubert B. Brown, Slater, Mo., in place of J. C. Hains. Incumbent's commission expired June 23, 1951.

CONFIRMATIONS

Executive nominations confirmed by the Senate March 17 (legislative day of March 9), 1952:

DIPLOMATIC AND FOREIGN SERVICE

Loy W. Henderson to be Envoy Extraordinary and Minister Plenipotentiary of the United States of America to Iraq.

Donal M. McGonigal to be a consul of the United States of America.

U.S. ATTORNEY

J. Saxton Daniel to be U.S. attorney for the southern district of Georgia.

IN THE ARMY

TEMPORARY APPOINTMENT IN THE ARMY OF THE UNITED STATES

To be brigadier generals

William Edward Raab Covell

Albert Jesse Browning

APPOINTMENTS IN THE REGULAR ARMY

To be chaplains, with rank of first lieutenant, to rank from date of appointment

Charles Edwin Brown, Jr.

John Porter Fellows III

To be first lieutenant, Medical Corps, with rank from date of appointment

Charles Herman Ransom

U.S. AIR FORCE

PROMOTIONS IN THE U.S. AIR FORCE, UNDER THE PROVISIONS OF SECTIONS 502 AND 509 OF THE OFFICER PERSONNEL ACT OF 1947

(Those officers whose names are preceded by the symbol (X) are subject to physical examination required by law.)

To be lieutenant colonels, medical

X Robinson, Robert Walker, 19134A.

X Knauf, George Milton, 19135A.

Booth, John Austin, 19139A.

X Lackay, R. Howard, 19636A.

IN THE NAVY

TEMPORARY SERVICE

Aaron S. Merrill to be rear admiral, to rank from September 9, 1951.

PROMOTIONS IN THE REGULAR SERVICE

To be captains

Cornelius W. Flynn Charles W. Styer
Armit C. Thomas Thomas L. Sprague
Edmund E. Brady, Jr. Einar R. Johnson

To be passed assistant dental surgeon

Estes W. Murphy

IN THE MARINE CORPS

TEMPORARY SERVICE

To be brigadier general, Marine Corps Reserve

Littleton W. T. Waller, Jr.

To be lieutenant colonel

George A. Williams

To be second lieutenants

John D. Hayes Dudley R. Carr

John J. Kalen William E. Lunn

² See footnote 1, p. 304.

POSTMASTERS

ALABAMA

Joseph G. Hardin, Hillsboro.

CALIFORNIA

Janet R. Carroll, Pebble Beach.
Albert C. Rist, Bradley.

WITHDRAWAL

Executive nomination withdrawn from the Senate March 17 (legislative day of March 9), 1951:

DIPLOMATIC SERVICE

Edward J. Flynn to be Envoy Extraordinary and Minister Plenipotentiary of the United States of America to Australia.

REJECTION

Executive nomination rejected by the Senate March 17 (legislative day of March 9), 1951:

POSTMASTER

Antoinette T. McKechnie to be postmaster at Gearhart, Oreg.

HOUSE OF REPRESENTATIVES

MONDAY, MARCH 17, 1952

The House met at 12 o'clock noon.

The Chaplain, Rev. Bernard Braskamp, D.D., offered the following prayer:

Psalm 133: 1: *Behold, how good and how pleasant it is for brethren to dwell together in unity.*

Almighty God, we beseech Thee that these days of Brotherhood Week may be radiant with visions of those high and helpful things which we may do together and for one another or members of the human family.

THE JOURNAL

The Journal of the proceedings of Friday, March 14, 1952, was read and approved.

[When the Journal covers the proceedings of the day before, the word *yesterday* may appear instead of the definite date.]

SWEARING IN OF MEMBERS

Mr. COLMER and Mr. BENNETT of Florida appeared before the bar of the House and took the oath of office.

MESSAGE FROM THE SENATE

A message from the Senate, by Mr. Landers, its enrolling clerk, announced that the Senate had passed without amendment bills of the House of the following titles:

H.R. 3331. An act for the relief of Harry L. Smith; and

H.R. 3366. An act to amend section 409 of the Interstate Commerce Act, relating to joint rates of freight forwarders and common carriers by motor vehicles.

The message also announced that the Senate had passed bills of the following titles, in which the concurrence of the House is requested:

S. 1290. An act for the relief of William Carroll Knox; and

S. 1447. An act to remit claims of the United States on account of overpayments to part-time charwomen in the Bureau of Engraving and Printing, and for other purposes.

The message also announced that the Senate has passed, with amendments in which the concurrence of the House is requested, bills of the House of the following titles:

H.R. 2190. An act for the relief of Marguerite R. McElroy; and

H.R. 3363. An act extending the time within which applications under section 722 of the Internal Revenue Code must be made.

[Observe that bills from the Senate to the House read *An act*. If the copy should read *A bill*, change to *An act* in conformity with this rule, and place number first. Note also the following forms:]

A message from the Senate, by Mr. Landers, its enrolling clerk, announced that the Senate had passed with an amendment the bill (H.R. 3707) making appropriations for certain expenses incident to the 1st session of the 82d Congress, in which the concurrence of the House of Representatives is requested.

The message also announced that the Senate had passed a joint resolution (S.J. Res. 20) making available the sum of \$150,000 for the construction, etc.

The message also announced that the Senate had adopted the following resolution (S. Res. 209):

Resolved, That the Senate has heard with profound sorrow the announcement of the death of HON. HENRY B. STEAGALL, late a Representative from the State of Alabama, etc.

MESSAGE FROM THE PRESIDENT

A message in writing from the President of the United States was communicated to the House by Mr. Miller, one of his secretaries, who also informed the House that on the following dates the President approved and signed bills of the House of the following titles:

On March 4, 1952:

H.R. 2886. An act to provide for the removal of oysters from the waters of York River and Queen Creek, Va., affected by sewage disposal emanating from the construction battalion training camp, at Camp Peary, Va., and for other purposes; and

H.R. 3338. An act relating to Government and other exemptions from the tax with respect to the transportation of property.

On March 7, 1952:

H.R. 2859. An act to amend the Naval Reserve Act of 1938, as amended.

[Observe that bills coming from the President take the form of *An act*. This rule must be followed invariably, even if the copy reads *A bill*.]

MRS. VIRGINIA THRIFT

Mr. COUDERT. Mr. Speaker, by direction of the Committee on House Administration, I submit a privileged resolution (H. Res. 321) and ask for its immediate consideration.

The Clerk read as follows:

Resolved, That there shall be paid out of the contingent fund of the House to Mrs. Virginia Thrift, widow of Chester R. Thrift, late an employee of the House, an amount equal to six months' salary compensation at the rate he was receiving at the time of his death, and an additional amount not to exceed \$250 to defray funeral expenses of the said Chester R. Thrift.

The resolution was agreed to, and a motion to reconsider was laid on the table.

BILLS PRESENTED TO THE PRESIDENT

Mr. KLEIN, from the Committee on Rules, reported that that committee did on this day present to the President, for his approval, bills of the House of the following titles:

H.R. 3331. An act for the relief of Harry L. Smith; and

H.R. 3366. An act to amend section 409 of the Interstate Commerce Act, relating to joint rates of freight forwarders and common carriers by motor vehicle.

ENROLLED BILL SIGNED

Mr. KLEIN, from the Committee on Rules, reported that that committee had examined and found truly enrolled a bill of the House of the following title, which was thereupon signed by the Speaker:

H.R. 2859. An act to amend the Naval Reserve Act of 1938, as amended.

THE PRIVATE CALENDAR

The SPEAKER. The Clerk will call the first bill on the Private Calendar.

JOHN SIMS

The Clerk called the first bill on the Private Calendar, H.R. 399, for the relief of John Sims.

There being no objection, the Clerk read the bill, as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Secretary of the Treasury is authorized and directed to pay to John Sims, Mobile, Ala., the sum of \$5,000.

The SPEAKER. The gentleman from Florida offers an amendment, which the Clerk will report.

The Clerk read as follows:

Amendment by Mr. SIKES: In line 4, after the word "pay", add a comma and the following words: "out of any money in the Treasury not otherwise appropriated".

The SPEAKER. The question is on agreeing to the amendment.

The amendment was agreed to.

On motion of Mr. SIKES, a motion to reconsider the vote by which the bill was passed was laid on [not upon] the table.

PAUL BARRERE

The Clerk called the next bill, H.R. 1984, for the relief of Paul Barrere.

SENATE BILLS REFERRED

Bills of the Senate of the following titles were taken from the Speaker's table and, under the rule, referred as follows:

S. 962. An act for the relief of Mr. and Mrs. Frank Holehan; to the Committee on the Judiciary.

S. 1077. An act for the relief of William A. Haag; to the Committee on the Judiciary.

[In the reference of Senate acts to House committees the name of the committee will be repeated after each act, though there may be several acts referred to the same committee.]

Committee of the Whole House on the State of the Union

EMERGENCY TARIFF

Mr. JAVITS. Mr. Speaker, I move that the House resolve itself into the Committee of the Whole House on the State of the Union for the consideration of the bill (H.R. 2435) imposing temporary duties upon certain agricultural products, and so forth.

The SPEAKER. Is there objection? [After a pause.] The Chair hears none. The question is on the motion of the gentleman from New York that the House resolve itself into the Committee of the Whole House on the State of the Union for the consideration of the bill H.R. 2435, the emergency tariff bill.

The motion was agreed to.

Accordingly the House resolved itself into the Committee of the Whole House on the State of the Union for the consideration of the bill H.R. 2435, with Mr. McCORMACK in the chair.

The CHAIRMAN. The clerk will report the bill.

The Clerk read the bill, as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled—

Conference report and statement

Conference reports and statements to be set in 6½ point.

Use 6-point slug before and after conference report and statement.

In the Senate place the names of Senators first. In the House the names of Members are to be first.

Follow copy literally in the report. Observe the form *Amendments numbered 1, 2, 3, etc.*, and when the amendment is to make an independent paragraph, the phrase *And the Senate [or House] agree to the same* will be a paragraph by itself; otherwise it will be run in after the amendment with a semicolon. Examples of each are given in the report following.

In the statement change *numbered*, when in copy, to *No.*, as *amendment No. 1*, but do not supply *No.* or *amendment* if omitted in copy; otherwise regular style will prevail.

Note particularly that in Senate copy of conference reports the form *Amendment numbered 1, etc.*, is generally stricken from the beginning of the paragraph by the clerks.

(See pp. 360-362 for styles of conference report set as House report and as Senate document.)

CONFERENCE REPORT (H. REPT. NO. 12)

The committee of conference on the disagreeing votes of the two Houses on the amendments of the Senate to the bill (H.R. 7160) to provide for research into basic laws and principles relating to agriculture, and to provide for the further development of cooperative agricultural

TITLE I

EMERGENCY TARIFF

That on and after the day following the passage of this act, for the period of six months, there shall be levied, collected, and paid upon the following articles, when imported from any foreign country into the United States or into any of its possessions (except the Virgin Islands and the islands of Guam and Tutulla), the rates of duty which are prescribed by this section, namely:

Mr. MERROW. Mr. Chairman, I offer an amendment, which I send to the Clerk's desk.

The CHAIRMAN. The gentleman from New Hampshire offers an amendment, which the Clerk will report.

The Clerk read as follows:

Amendment offered by Mr. MERROW: Page 2, line 1, after the word "bushel", insert "Provided, That wheat in transit upon the Great Lakes shall not be subject to the duty hereby imposed".

[Mr. KILDAY addressed the Committee. His remarks will appear hereafter in the Appendix.]

Mr. JAVITS. Mr. Chairman, I move that the Committee do now rise.

The motion was agreed to.

Accordingly the Committee rose; and the Speaker having resumed the chair, Mr. McCORMACK, Chairman of the Committee of the Whole House on the State of the Union, reported that that Committee, having had under consideration the bill H.R. 2435, had come to no resolution thereon.

extension work and the more complete endowment and support of land-grant colleges, having met, after full and free conference, have agreed to recommend and do recommend to their respective Houses as follows:

That the House recede from its disagreement to the amendments of the

Senate numbered 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, and 17, and agree to the same.

Amendment numbered 2: That the House recede from its disagreement to the amendment of the Senate numbered 2, and agree to the same with an amendment as follows: In the House bill insert "Puerto Rico and the" after the word "to", in line 16, on page 2; insert "Puerto Rico and" after the word "to" in lines 7 and 23 on page 4; before the word "all" in line 11 on page 4, and after the word "to" in line 5 on page 5; and insert "Puerto Rico or" after the word "of" in line 10 on page 4, after the word "which" in line 14 on page 4, after the word "If" in line 18 on page 4, and after the word "to" in lines 2 and 3 on page 5; and the Senate agree to the same.

H. P. FULMER,
CLARENCE CANNON,
CLIFFORD R. HOPE,

Managers on the Part of the House.

CLYDE R. HOEY,
By L. M.

GEORGE D. AIKEN,
STYLES BRIDGES,

Managers on the Part of the Senate.

[Six-point slug here. Extracts in statement to be quoted.]

STATEMENT

The managers on the part of the House at the conference on the disagreeing votes of the two Houses on the amendments of the Senate to the bill (H.R. 7160) to provide for research into basic laws and principles relating to agriculture and to provide for the further development of cooperative agricultural extension work and the more complete endowment and support of land-grant colleges, submit the following written statement in explanation of the effect of the action agreed upon by the conferees and recommended in the accompanying conference report:

On amendment No. 1: This amendment eliminates Alaska from the benefits of title I of the bill. The House recedes with an amendment giving such benefits to Alaska.

On amendments Nos. 3 and 4: These amendments provide for an equal allotment of aid under title I in the amount of \$20,000 to each State and to the Territory of Hawaii each year before the remainder is allotted on the basis of farm population; and the House recedes.

On amendments Nos. 14, 15, 16, and 17: These amendments are for the purposes of making section 22 of the bill apply to the Territory of Hawaii; and the House recedes.

H. P. FULMER (except
amendment No. 19),
CLARENCE CANNON,
CLIFFORD R. HOPE,

Managers on the Part of the House.

[Six-point slug after the statement.]

Pension bills

PENSIONS

The SPEAKER pro tempore. Under the previous order of the House, private pension bills and bills relating to pension legislation are in order for consideration today.

Mr. BUSH. Mr. Speaker, I move that the House resolve itself into the Committee of the Whole House for the consideration of the bill (H.R. 5214) granting pensions and increase of pensions to certain soldiers and sailors of the Regular Army and Navy, and certain soldiers and sailors of wars other than the Civil War, and to widows of such soldiers and sailors; and, pending that, I would like to ask if we can make some arrangement as to the time for general debate.

The motion of Mr. BUSH was agreed to.

Accordingly the House resolved itself into the Committee of the Whole House, with Mr. McCORMACK in the chair.

The Clerk read the title of the bill H.R. 5214.

The bill is as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Administrator of Veterans' Affairs be, and he is hereby, authorized and directed to place on the pension roll, subject to the provisions and limitations of the pension laws—

The name of Hattie Hjelmberg, widow of William Hjelmberg, late of the Fourth Company United States Coast Artillery Corps, war with Spain, and pay her a pension at the rate of \$12 per month.

Mr. FULTON. Mr. Speaker, I call up the bill (H.R. 6507) granting pensions and increase of pensions to certain soldiers and sailors of the Civil War and certain widows and dependent children of soldiers and sailors of said war, and I ask unanimous consent that this bill be considered in the House as in Committee of the Whole House.

The SPEAKER pro tempore. The Chair hears no objection, and the Clerk will report the bill.

The Clerk read the bill, as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Administrator of Veterans' Affairs be, and he is hereby, authorized and directed to place on the pension roll, subject to the provisions and limitations of the pension laws—

The name of Mary M. Lytel, helpless and dependent daughter of Isaac Lytel, late of Company D, One Hundred and Eighteenth Regiment, Ohio Volunteer Infantry, and pay her a pension at the rate of \$20 per month.

Amendments

[As figures are now used in bills to express sums of money, dates, paragraph numbers, etc., amendments involving such expressions must be set in figures thus: Strike out "\$840" and insert "\$1,000", etc. For other enumerations in bill style, see rule 2.8, p. 8.]

The next business on the Speaker's table was the bill (H.R. 4167) to enable national banking associations to extend their corporate existence, returned from the Senate with sundry amendments.

The SPEAKER. The Clerk will read the amendments.

The Clerk read the amendments, as follows:

First amendment: Page 2, line 20, after the word "law", insert "or unless hereafter modified or repealed".

Add to line 21, as follows:

"Provided, That soldiers and sailors who lost either an arm or a leg during the late war shall be exempt from paying any special tax as peddlers of tobacco, snuff, or cigars".

[Observe that amendments are quoted when preceded by 6½-point introduction.]

Mr. MAGEE. I move the following amendments:

The amendments were read as follows:

In line 3, after the word "condemned", insert "cast-iron cannon".

In line 5, strike out "to be used" and insert "for use and ornamentation".

Page 2, line 14, strike out "southern".

The reading of the bill was resumed.

The next amendment was, in line 25, after the word "book", to strike out "cases" and insert "rests"; in the same line, strike out "\$5,000" and insert "\$2,500", so as to make the clause read:

For purchase of ice, buckets, file holders, bookrests, and clocks, \$8,600; \$2,500 of this sum to be expended for shelving and file holders in the second auditor's office.

The amendment was agreed to.

The Clerk read as follows:

Amend by striking out the words "from the date of her husband's death".

The amendment was agreed to, and the bill as amended was ordered to be engrossed and read a third time; and being engrossed, it was accordingly read the third time and passed.

CONTESTED ELECTION, CARTER AGAINST LeCOMPTE—MESSAGE FROM THE CLERK OF THE HOUSE OF REPRESENTATIVES (H. DOC. NO. 235)

The SPEAKER laid before the House the following message from the Clerk of the House of Representatives, which was read and, with the accompanying papers, referred to the Committee on House Administration:

AUGUST 23, 1957.

The Honorable the SPEAKER,
House of Representatives.

SIR: I have the honor to lay before the House of Representatives the contest for a seat in the House of Representatives from the Fourth Congressional District of the State of Iowa, Steven V. Carter against Karl M. LeCompte, notice of which has been filed in the office of the Clerk of the House; and also transmit herewith original testimony, papers, and documents relating thereto.

EXTENSION OF REMARKS

By unanimous consent, permission to extend remarks in the Appendix of the RECORD, or to revise and extend remarks, was granted to:

Mr. DEANE.

Mr. MACHROWICZ and to include a resolution of the American Legion.

Mr. FARRINGTON (at the request of Mr. ASPINALL) and to include certain letters, notwithstanding the fact that the extension exceeds two pages of the RECORD, etc.

Mr. FLOOD in four instances.

Mr. ZABLOCKI in two instances and to include extraneous matter.

Mr. MCCARTHY (at the request of Mr. MARSHALL) and to include other extraneous material.

Mr. LARCADE in four instances and to include newspaper articles.

LEAVE OF ABSENCE

By unanimous consent, leave of absence was granted to:

Mr. VINSON (at the request of Mr. BROWN of Georgia), for an indefinite period, on account of official business.

Mr. WIDNALL (at the request of Mr. MARTIN of Massachusetts), for 1 day, on account of official business.

Mr. AUGUST H. ANDRESEN, for an indefinite period, on account of official business.

Adjournment, recess, and evening session

ADJOURNMENT

Mr. PRIEST. Mr. Speaker, I move that the House do now adjourn.

The motion was agreed to; accordingly (at 5 o'clock and 48 minutes p.m.) the House, pursuant to its order heretofore entered, adjourned until tomorrow, Tuesday, March 18, 1952, at 12 o'clock noon.

RECESS

The SPEAKER. The hour for the recess has arrived. The Chair will state that should he be absent this evening the gentleman from Georgia, Mr. CAMP, will act as Speaker pro tempore.

The hour of half past 4 o'clock having arrived, the House, in pursuance of its order, took a recess until half past 7 o'clock this evening.

EVENING SESSION

The recess having expired, the House reassembled at half past 7 o'clock p.m. and was called to order by Mr. CAMP as Speaker pro tempore.

[Follow copy as to expressing time of adjournment as 6 o'clock and 25 minutes p.m., or 6:25 p.m. If necessary, the headings Recess and Adjournment must be supplied in House and Senate copy.]

MOTION TO DISCHARGE COMMITTEE

MARCH 17, 1952.

To the CLERK OF THE HOUSE OF REPRESENTATIVES:

Pursuant to clause 4 of rule XXVII, I, PERCY J. PRIEST, move to discharge the Committee on Banking and Currency from the consideration of the bill (H.R. 2887) entitled "A bill transferring certain functions of the Price Administrator, with respect to petroleum and petroleum products, to the Petroleum Administrator for War," which was referred to said committee March 7, 1952, in support of which motion the undersigned Members of the House of Representatives affix their signatures, to wit:

1. Percy J. Priest.
2. Oren Harris.
217. William E. Hess.
218. James G. Polk.

This motion was entered upon the Journal, entered in the CONGRESSIONAL RECORD with signatures thereto, and referred to the Calendar of Motions To Discharge Committees, February 21, 1952.

House briefs

[The briefs follow at end of day's proceedings. Heads and dashes to be used as shown here.]

EXECUTIVE COMMUNICATIONS, ETC.

Under clause 2 of rule XXIV, executive communications were taken from the Speaker's table and referred as follows:

457. A communication from the President of the United States, transmitting a draft of a proposed provision pertaining to existing appropriations for the Department of Justice (H. Doc. No. 278); to the Committee on Appropriations and ordered to be printed.

458. A letter from the Chairman, Wage Stabilization Board, transmitting the eighth report on the operations of the Chairman of the Wage Stabilization Board; to the Committee on Banking and Currency.

[Use the following form if only one communication is submitted—7½-point:]

194. Under clause 2 of rule XXIV, a letter from the Secretary of the Treasury, transmitting a statement of the estimated cost of revised central heating, lighting, and power-plant project, Washington, D.C. (H. Doc. No. 102), was taken from the Speaker's table, referred to the Committee on Public Works, and ordered to be printed.

[Note the insertion of (H. Doc. No. —) in cases where papers are ordered to be printed as a document. To be inserted only when ordered to be printed or its equivalent appears in copy.]

REPORTS OF COMMITTEES ON PUBLIC BILLS AND RESOLUTIONS

Under clause 2 of rule XIII, reports of committees were delivered to the Clerk for printing and reference to the proper calendar, as follows:

Mrs. ROGERS: Committee on Education and Labor. S. 4661. An act to repeal an act entitled "An act to legalize the incorporation of national trades unions," approved June 29, 1886; without amendment (Rept. No. 1063). Referred to the House Calendar.

Mr. WOOD of Georgia: Committee on Un-American Activities. Report on pro-

ceedings against Sidney Buchman; without amendment (Rept. No. 1293). Ordered to be printed.

Mr. DOUGHTON: Committee on Ways and Means. H.R. 12946. A bill to relieve destitution, to broaden the lending powers of the Reconstruction Finance Corporation, and to create employment by providing for and expediting a public works program; without amendment (Rept. No. 1765). Referred to the Committee of the Whole House on the State of the Union.

Mr. SABATH: Committee on Rules. House Resolution 285. Resolution for consideration of H.R. 12946, a bill to relieve destitution, to broaden the lending powers of the Reconstruction Finance Corporation, and to create employment by providing for and expediting a public-works program; without amendment (Rept. No. 1766). Referred to the House Calendar.

Mr. HART: Joint Committee on the Economic Report. Report of the joint committee on the President's Economic Report; without amendment (Rept. No. 169). Referred to the Committee of the Whole House on the State of the Union.

[Use above form also when only one report is submitted.]

REPORTS OF COMMITTEES ON PRIVATE BILLS AND RESOLUTIONS

Under clause 2 of rule XIII, reports of committees were delivered to the Clerk for printing and reference to the proper calendar, as follows:

Mr. MITCHELL: Committee on Armed Services. H.R. 1825. A bill for the relief of William M. Stoddard; with amendment (Rept. No. 155). Referred to the Committee of the Whole House.

Mr. SPRINGER: Committee on Armed Services. S. 2445. An act for the relief of Clarence R. Killion; with amendment (Rept. No. 156). Referred to the Committee of the Whole House.

[Use above form also when only one report is submitted]

ADVERSE REPORTS

Under clause 2 of rule XIII,

Mr. WALTER: Committee on the Judiciary. H.R. 3347. A bill for the relief of Edward Dietrich, a veteran of the World War (Rept. No. 1054). Laid on the table.

Mr. STANLEY: Committee on House Administration. House Resolution 188. Resolution to provide for printing of 1,000 additional copies of the hearings held before the Committee on Banking and Currency of the House on the bill H.R. 10517, entitled "For increasing and stabilizing the price level of com-

modities, and for other purposes" (Rept. No. 1035). Ordered to be printed.

[Use above form also when only one report is submitted]

PUBLIC BILLS AND RESOLUTIONS

Under clause 4 of rule XXII, public bills and resolutions were introduced and severally referred as follows:

By Mr. MURDOCK (by request):

H.R. 6439. A bill to authorize the addition of land to the Appomattox Court House National Historical Monument, Va., and for other purposes; to the Committee on Interior and Insular Affairs.

By Mr. PATMAN:

H.R. 6440. A bill to revive and reenact section 6 of the act entitled "An act authorizing the construction of certain public works on rivers and harbors for flood control, and for other purposes", approved December 22, 1944; to the Committee on Public Works.

[Use the following form when only one bill or resolution is submitted:]

Under clause 4 of rule XXII,

Mr. EATON introduced a bill (H.R. 7568) to increase the cost of the public building at Woodbury, N.J., which was referred to the Committee on Public Works.

MEMORIALS

Under clause 3 of rule XXII, memorials were presented and referred as follows:

[Use the following form when submitted by the Speaker if *By the Speaker* is not in copy:]

Memorial of the Legislature of the State of Maine, memorializing Congress to impose a tax upon all imported products equal to the difference between par of exchange and current quotations of exchange of those countries which, by going off the gold basis, have depreciated their currencies; to the Committee on Ways and Means.

By Mr. HALLECK: Memorial of the Legislature of the State of Indiana, urging Congress to enact, etc.; to the Committee on House Administration.

[Use the following form when only one memorial is submitted:]

Under clause 4 of rule XXII,

The SPEAKER presented a memorial of the Legislature of the Territory of Guam, memorializing the President and the Congress of the United States relative to expressing the views of the Fourth Guam Legislature upon the income tax structure of the Territory of Guam, which was referred to the Committee on Interior and Insular Affairs.

**PRIVATE BILLS AND
RESOLUTIONS**

Under clause 1 of rule XXII, private bills and resolutions were introduced and severally referred as follows:

By Mr. GORDON of Illinois:

H.R. 11290. A bill granting pensions and increase of pensions to certain soldiers and sailors of the Civil War and certain widows and dependent children of soldiers and sailors of said war; to the Committee of the Whole House on the State of the Union.

By Mr. D'EWART:

H.R. 6146. A bill authorizing the issuance of a patent-in-fee to Marcelene Jane Johnson; to the Committee on Interior and Insular Affairs.

By Mr. KEATING (by request):

H.R. 6151. A bill for the relief of Berjoulie Andreassian; to the Committee on the Judiciary.

[Use the following form if only one bill or resolution is submitted:]

Under clause 1 of rule XXII,

Mr. DAVIS of Georgia introduced a bill (H.R. 13648) for the relief of Sfc. Lyle L. Carpenter, which was referred to the Committee on the Judiciary.

PETITIONS, ETC.

Under clause 1 of rule XXII, petitions and papers were laid on the Clerk's desk and referred as follows:

2396. By the SPEAKER: Petition of Kay Edmonston, Washington, D.C., relative to a grievance against J. Edgar Hoover and others, dated March 8, 1952; to the Committee on the Judiciary.

2397. By Mr. LEA: Petition of citizens of Danville, Ill., protesting against legislation restricting the freedom of worship (H.R. 4388); to the Committee on the District of Columbia.

[Use the following form if only one petition, etc., is submitted:]

Under clause 1 of rule XXII,

14. Mr. BLACKNEY presented a petition of 33 members of the Women's Hospital Auxiliary, of Flint, Mich., favoring passage of the Sheppard-Towner bill, which was referred to the Committee on Education and Labor.

[Showing use of italic lines over petitions, etc.:]

[Omitted from the Record of
March 4, 1952]

2349. By Mr. PATMAN: House Concurrent Resolution 13 of the Texas Legislature, urging immediate official recognition by the United States of the Government of Mexico as administered by President Obregon; to the Committee on Foreign Affairs.

[Submitted March 5, 1952]

2360. By Mr. DELANEY (by request): Cablegram from the Asociación de Hacendados y Colonos, of Cuba, urging larger concessions to Cuban sugar and tobacco in the reciprocity treaty; to the Committee on Ways and Means.

[If *et al.* is used in petitions, change it to *and others.*]

Resolution headings

There being no objection, the resolution was referred to the Committee on Public Works, and ordered to be printed in the RECORD, as follows:

RESOLUTION 78-58-59

Resolution memorializing the Senate of the United States expressing opposition to H.R. 2, Chicago water diversion bill

Whereas H.R. 2 concerning the diversion of water from Lake Michigan to the Chicago Canal has recently passed the House of Representatives: Now, therefore, be it

Resolved by the mayor and Common Council of the City of Sheboygan, That by this resolution it go on record as opposing said diversion of water from Lake Michigan as contemplated in H.R. 2, and request that the Senators of the State of Wisconsin, to wit: the Honorable WILLIAM PROXMIRE and the Honorable ALEXANDER WILEY vote in opposition to said measure and do all that is possible to secure the defeat of said legislation.

There being no objection, the resolution was ordered to be printed in the RECORD, as follows:

RESOLUTION OF NEW YORK CHAPTER, ASSOCIATION OF THE U.S. ARMY

Whereas it has been proposed that the size of the U.S. Army be reduced below its present figure, which figure is deemed to be too low, etc.

RESOLUTION OF FRANK A. JOHNSON POST No. 758, AMERICAN LEGION, JOHNSON CITY, N.Y.

Whereas the railroads have played an important role in the development of this community and the Nation, both in peacetime and in times of national emergency, etc.

CONGRESSIONAL RECORD INDEX

GENERAL INSTRUCTIONS

Set in 6½ point on 7½-point slug, Record measure (14 picas).
In bound Record index, use only page numbers marked in red.
Cap lines flush, blue underscore; italic lines flush, red underscore.
Entries 1 em, overs 2 ems.

ABBREVIATIONS

Spell months if in brackets or parentheses (except in citations) even when followed by the day of the month.

Abbreviate States after all capitalized geographic names, as *N.Y.*, *N. Mex.*, etc.

Observe the following forms: (Omitted in Record), (Rept. 349), (S. Rept. 25), (S. Rept. —), (H. Rept. 41), (H. Rept. —), (S. Doc. 23), (H. Doc. 47), (H.J. Res. 26), (H. Con. Res. 5), (H. Res. 7), (S. Res. 7), (S.J. Res. 6), (S. Con. Res. 7), (S. 1495; H. Rept. 712), (H.R. 1252; S. Rept. 214).

[Public Law 16.]

(See bill S. 546—George bill.)

Note that *No.* is not used preceding the numbers in the foregoing.

SPACING

Biweekly Record index (folioed in blue): No leads are to be used.

Bound Record index (folioed in red): 1 lead will be used before each flush cap line as well as before each flush line in History of Bills and Resolutions.

CAPITALIZATION

Capitalize principal words (and no quotes) in titles of addresses, articles, books, captions, editorials, essays, headings, headlines, motion pictures and plays, papers, poems, reports, songs, statements, subheadings, subjects, and themes.

Lowercase (and no quotes) is to be used after the following general terms: advertisements, letters, lists, memorandums, press releases, remarks, resolutions, tables, telegrams. Note that first word after colon is also lowercase:

<input type="checkbox"/> Telegram: price supports, from Indiana	<input type="checkbox"/> Memorial of Legislature of Mississippi:
<input type="checkbox"/> citizens, 3909.	<input type="checkbox"/> dairy price supports, 2779.

Record, referring to Congressional Record, caps and lowercase.

In cap lines use small-cap "v.," in place of against, in legal cases.

In cap lines all abbreviated words are to be treated similarly, as follows:

BAUMHART, A. D., JR. (<i>a Representative</i>)	BETHLEHEM (PA.) LEADER-VINDICA-
<input type="checkbox"/> <i>from Ohio</i>).	<input type="checkbox"/> TOR, editorial, Soil Conservation
BARTLETT, E. L. (BOB) (<i>a Delegate from Alaska</i>).	Pays Dividends, A2283.

Descriptive words following cap words are to be lowercased. (See also under "Roman and italic" on next page.)

NEW YORK (city), article, Status of MARYLAND (dredge), relief of owners
 Negroes in Police Department, A2360. (see bill H.R. 1942).

PUNCTUATION

Comma precedes folio figures.

If numbers of several bills are given, use this form: S. 24, 2586; H.R. 217, 2287, etc.; that is, do not repeat *S.* or *H.R.* with each number. Separate the Senate and House bills with a semicolon.

Index cards that read back to subject must be followed.

A 3-em dash is used as a ditto for word or words leading up to either a colon or a comma:

<input type="checkbox"/> Atomic Energy Commission, 13685.	<input type="checkbox"/> Cotton: production, 3379.
<input type="checkbox"/> ——— Appropriations, 15525.	<input type="checkbox"/> ——— selected data, A-2094-A2099.

Asterisk indicates action on bill.

In flush cap lines a comma is used to separate run-in items, but a colon is used after indented sideheads. Examples:

ABBOTT, H. G., letter, family farmer,	<input type="checkbox"/> Article: American Way, 127.
<input type="checkbox"/> A2044.	<input type="checkbox"/> Ship-repair facilities: resolution for,
<input type="checkbox"/> Munitlons dump: remarks in House	<input type="checkbox"/> etc. (see H. Res. 450).
<input type="checkbox"/> relative to, A989.	

ROMAN AND ITALIC

Use roman for words in parentheses as (Omitted in Record), (Appendix), (deceased), (administrator), (newspaper), (magazine), (vessel), (House), (Senate), (city), (State), and (Governor of Maryland), but use italic for (*late a Senator from New York*), (*a former Representative from Maryland*), *See*, and *see also*.

SCOTT, W. KERR (<i>late a Senator from</i>	CLYDE, GEORGE D. (Governor of Utah),
<input type="checkbox"/> North Carolina).	<input type="checkbox"/> editorial, Plan To Save Lives, A2312.
ANDERSON, MALCOLM (Assistant Attor-	SAUND, D. S. (JUDGE) (<i>a Representative</i>
<input type="checkbox"/> ney General), report, 3293.	<input type="checkbox"/> from California).

Names of vessels in italic—U.S.S. *Brooklyn*, steamship *Raleigh*.
Court cases in italic. Contested-election cases in roman.

FLUSH CAP LINES

The following designations, when set flush and caps, are to be separate lines (do not run in entries on these lines):

- President of the United States.
- Vice President of the United States.
- Names of Members or former Members of either Senate or House.
- All standing committees, Senate or House.
- See* and *see also* items.
- Departments of the Government.
- Executive nominations and confirmations.
- Indians.
- Treaties and conventions.
- Veterans.

PRESIDENT OF THE UNITED STATES.	EXECUTIVE NOMINATIONS AND CON-
VICE PRESIDENT OF THE UNITED	FIRMATIONS.
STATES.	[The words "bill to" must be retained
SULLIVAN, LEONOR K. (MRS. JOHN B.	at all times under these headings:]
(<i>a Representative from Missouri</i>).	COURTS OF THE UNITED STATES.
COMMITTEE ON PUBLIC WORKS	DEPARTMENT OF DEFENSE.
(House).	DISTRICT OF COLUMBIA.
COMMITTEE ON PUBLIC WORKS	EMPLOYEES OF THE UNITED STATES.
(Senate).	INDIANS.
FIRE DEPARTMENTS, VOLUNTEER. <i>See</i>	POST OFFICE DEPARTMENT.
ADMINISTRATIVE SERVICES ACT.	TAXATION.
SENATE. <i>See also</i> HOUSE OF REPRESENTA-	TREATIES AND CONVENTIONS.
TIVES; YEA-AND-NAY VOTES.	VETERANS.
DEPARTMENT OF THE INTERIOR. <i>See</i>	VETERANS' ADMINISTRATION.
<i>also</i> SECRETARY OF THE INTERIOR.	

Do not retain the words "bill to" under the headings "Bills" and "Bills and Resolutions."

The words "see bill(s)," for House and Senate bills, and "see," for resolutions, must be supplied:

<input type="checkbox"/> Agricultural Adjustment Act: repeal section prohibiting payments in certain cases (see bills H.R. 1832, 1859).	<input type="checkbox"/> Agricultural Act of 1949: amended act relative to price supports (see bills H.R. 12, 22).
Agricultural Adjustment Act of 1938: amend price supports (see bill S. 139).	— increase quotas (see H.J. Res. 40, 73, 105, 120, 130).
— repeal section 348 (see bill H.R. 1573).	— compensate for underplanting (see H.J. Res. 136).
— amend wheat marketing quotas (see bills S. 46; H.R. 1765, 1813).	— correct inequities in acreage allotments (see H.J. Res. 116, 118).

Other flush cap lines, not followed by a flush italic head, are run in, even if accompanied by only one item.

STYLE OF BIWEEKLY INDEX

- ANDERSON, CLINTON P.** (*a Senator from New Mexico*).
 Appointed Presiding Officer, 4451.
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 ——— Boston Tea Party, 131.
 Editorial: Alabama Beats Tech, 141.
 ——— Birmingham Is a Great City, 151.
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 Stabilization fund (S. 325): to amend, 911.
 Tariff bill: hides, 4635.
 ——— petroleum, 4635.
- [NOTE.—A 3-em dash after article, editorial, etc., to be used under a Senator's or Congressman's name.]
- Bills and joint resolutions introduced by**
 Aimes, Clement F. S.: to increase pension (see bill S. 2313), 4634.
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- COMMITTEE TO INVESTIGATE LOBBYING ACTIVITIES** (House).
 Remarks in House relative to report on misuse of franking privilege by, 16185.
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- COURTS OF THE UNITED STATES.** See also **SUPREME COURT OF THE UNITED STATES.**
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 New York: bill for appointment of two additional judges for southern district of (see bill S. 1288).
 ——— bill for appointment of one additional judge for eastern district of (see bill H.R. 7397).
- DISTRICT OF COLUMBIA,** repeal act creating the Public Utilities Commission of (see bill H.R. 7193).
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 Public schools: bill to amend act to regulate salaries of teachers, school officers, and other employees of (see bills S. 271, 272).
 ——— bill to provide for compulsory school attendance of children (see bill S. 2040).
 Wahlers Hill: bill making appropriation for improvement and repair of (see bill H.R. 9694).
- EXECUTIVE DEPARTMENTS,** consolidation or redistribution of the powers and duties relating to the Territory of Alaska (see bills S. 2203; H.R. 7683).
- EXECUTIVE NOMINATIONS AND CONFIRMATIONS.**
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American oil prospectors in foreign countries: transmitting report concerning restrictions placed upon (S. Doc. 11), 1442.

Washington Monument: relative to repair of elevator in, 1569.

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American Fleet in foreign waters: estimate of appropriation for purchase of a historical pictorial record of (H. Doc. 7C), 1162.

WASHINGTON (city). See **DISTRICT OF COLUMBIA.**

WASHINGTON (State), petition of citizens urging action of Congress to prevent the present impending disaster in Armenia, 4451.

WILSON, MARY, AND OTHERS, pension (see bill H.R. 6441).

WOOL, amendment in Senate relative to tariff on, 1114, 1283.

Remarks in Senate relative to tariff on, 1205, 1283.

Statistics relative to production of, 1276.

YEA-AND-NAY VOTES IN HOUSE.

Army appropriation bill (H.R. 5010): on amendment reducing appropriation for pay of the Army, 1234.

—on amendment to grant honorable discharges to enlisted men upon their own application, 1235.

[Contract titles of bills and resolutions if run in, omitting the words *bill for* and *resolution to*, as follows:]

A. A. RAVEN (steamship), relief of owners (see bill H.R. 6408).

ABANDONED PROPERTY. See **CAPTURED AND ABANDONED PROPERTY.**

ALASKA, increase in percentage of national forest receipts to be paid to (see bill H.R. 4950).

Bill to create a fish commission in (see bill H.R. 5951).

ARCHAMBAULT, GEORGE, increase pension (see bill H.R. 6488).

CHINESE IMMIGRATION, correspondence concerning certain Chinese refugees from Mexico, 5450.

Joint resolution to allow Chinese to register under certain provisions and conditions (see S.J. Res. 33).

CIVILIAN PERSONNEL. See **EMPLOYEES OF THE UNITED STATES.**

CLAIMS. See also **COURT OF CLAIMS.**

Amendments in Senate making appropriations for, adjudicated and allowed, 5756.

KOHLER, WALTER J., JR. (Governor of Wisconsin), editorial from Madison (Wis.) Free Press relative to, A915.

LEAVES OF ABSENCE IN HOUSE.

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MARYLAND (dredge), relief of owners (see bill H.R. 1942).

MEXICO, article written by President Obregon relative to taxation in, 5988.

Remarks in Senate relative to importation of oil from, 5981.

Resolution to investigate importation of oil from (see S. Res. 138).

[Follow copy when index cards read back to cap subject.]

AGRICULTURE, remarks in House, dangers to economy, 426.

ARIZONA, memorial of legislature, State rights, 811.

WASHINGTON EVENING STAR, article, Arizona Gets Water, 761.

[Use above forms when only one item is listed; if more than one item appears, the words "Article," "Memorial of legislature," or "Remarks in House," etc., will be set as italic flush heads, but not under Congressmen's or Senators' names.]

Votes of. See **YEA-AND-NAY VOTES.**

WEEKS v. UNITED STATES, decision of the Supreme Court of the United States in case of, 5951.

[Indent matter immediately following flush heads if a subhead follows which reads back to the flush line. (See first entry under President of the United States, above.) Observe that public bills, resolutions, amendments, reports, letters, communications, petitions, and bills relating to corporations, societies, vessels, or like subjects are treated the same as private bills.]

History of bills and resolutions in biweekly index

[In history of bills, use lowercase in Members' names; in titles of bills, follow style as to the use of figures and abbreviations; *etc.*, not *and so forth*. Follow copy as to the omission of the word *the* in or before committee.]

- S. 1669—To clarify the law relative to allowances for mileage of graduates of the U.S. Military Academy and transportation of their dependents on assignment to their first duty station and to the mileage allowance of persons entering the U.S. Military Academy as cadets.
 Mr. Ribicoff; Committee on Armed Services, 712.
 Reported with amendments (S. Rept. 93), 2120.
 Debated, amended, and passed Senate, 2428.
 Referred to House Committee on Armed Services, 2520.
 Reported back (H. Rept. 182), 2761.
 Debated, 4840.
 Amended and passed House; title amended, 1692.
 Senate disagrees to House amendments and asks for conference, 1921.
- [NOTE.—If semicolon appears in copy, change to "and".]
 Examined and signed, 5181, 5186.
 Presented to the President, 5207.
 See bill H.R. 5296. (Omitted in Record.)
- H.R. 6877—To permit a compact or agreement between the States of Arizona, California, Colorado, Nevada, New Mexico, Utah, and Wyoming respecting the disposition and apportionment of the waters of the Colorado River, and for other purposes.
 Mr. Jones; agreed to, 2882.
 Reported with amendments (H. Rept. 191), 2842.
 Debated, 2880.
 Reported with amendment, considered, and agreed to, 2881.
 House disagrees with Senate amendments and asks for conference, 1988.
 Conferees appointed, 1988.
 Senate insists on its amendments and agrees to conference, 2216.
 Referred to Senate Committee on Post Office and Civil Service, 2927.
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 Reported back (S. Rept. 10) and passed Senate, 5002.
 Laid on the table (S. 44 passed in lieu), 5003.
 Mr. Taber, from Committee on Appropriations, 2762.
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 Examined and signed, 5288, 5307.
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 In Senate placed on the calendar, 2763.

Bound Record

[In permanent Record History of Bills, actions run in with period and em dash. Indentations □ and overs □□. One 2-point lead before each flush cap line; also use lead before each flush line in History of Bills.]

- S. 1936—To provide protection of persons and property from bombing attacks in the United States, and for other purposes.
 Amended and passed House (in lieu of H.R. 5727), 154.—Senate disagrees to House amendment and requests conference, 168.—Conferees appointed, 168, 351.—House insists upon its amendment and agrees to conference, 351.—Conference report submitted in House (H. Rept. 1590), 367, 369.—Agreed to, 469, 480.—Conference report submitted in Senate and agreed to, 475.—Examined and signed, 519, 521.—Presented to the President, 586.—Approved [Public Law 415], 759.
- H.R. 6818—Authorizing the temporary appointment or advancement of commissioned officers of the Coast and Geodetic Survey in time of war or national emergency, and for other purposes.
 Mr. Bland; Committee on Merchant Marine and Fisheries, 2838.—Reported back (H. Rept. 1995), 3470.—Passed House, 3551.—Referred to Senate Committee on Commerce, 3645.—Reported without amendment (S. Rept. 1551), 6283.—Amended and passed Senate, 6647.—House concurs in Senate amendments, 6714.—Examined and signed, 6723, 6741.—Presented to the President, 6775.—Vetoed (H. Doc. 829), 6842.

NOTES

23. SENATE AND HOUSE JOURNALS

GENERAL RULES

The Journals are set in 7½ point on 8½-point slug (except votes, which are 6 point on 6½-point slug and appear in columns), Record measure, and as a rule Record style prevails.

Messages from the President are set in 7½ point, and extracts in same are quoted.

Abbreviate States as provided on page 151, except in amendments, which must be set bill style.

In amendments, matter stricken out must be set in roman, quoted; and matter inserted must be set in italic, bill style. Amendment of title of bill is set in roman, bill style, quoted, unless part of all amended and italicized bill. (Same applies in conference report.)

Omit comma between name of Senator or Representative and State in duplicate names, thus: Mr. Johnson of Colorado.

In the Journals names of Members are set in caps and small caps.

Note use of semicolon in Papers Referred (p. 321).

Use 1 lead only on each side of small-cap heads.

Where 7½-point small-cap heads make more than one line, set all but the last line on a 7½-point slug.

Use 6½-point cap line for centerheads showing time of meeting after recess taken in a day's proceedings.

Addresses of visitors to Chamber in either House are set in 7½ point and quoted.

Omit (*H. Doc. No. 17*, etc.) if appearing in Senate copy in connection with any matter which has been ordered printed as an executive document.

Note instructions on page 331 regarding "rundowns" in setting votes in Senate and House Journals.

For abbreviations of bills, resolutions, etc., see page 154.

Capitalize the word "Act" in all bill matter.

Indented matter will be set 2 ems for paragraphs and 1 em for overs; if more indented matter follows, indent accordingly.

SENATE

[Observe punctuation and paragraphing]

FRIDAY, JANUARY 18, 1952

The VICE PRESIDENT called the Senate to order, and the Chaplain offered prayer, or

The Vice President being absent, Mr. PAUL H. DOUGLAS, from the State of Illinois, called the Senate to order at 12 o'clock m. (noon when daylight saving time), and the Chaplain offered prayer.

QUESTION OF QUORUM

Mr. McFARLAND raised a question as to the presence of a quorum;

Whereupon

The VICE PRESIDENT directed the roll to be called;

When

Fifty-seven Senators answered to their names, as follows:

Alken	Connally	Lehman
Anderson	Fulbright	McMahon
Byrd	George	Saltonstall
Cain	Kerr	Wiley

A quorum being present,

MESSAGE FROM THE HOUSE

A message from the House of Representatives, by Mr. Chaffee, one of its clerks:

Mr. President: The House of Representatives has passed the following bill and joint resolution, in which it requests the concurrence of the Senate:

H.R. 7158. An act to amend the Army Appropriation Act, approved July 11, 1932, so as to release appropriations for the completion of the acquisition of real estate in certain cases and making additional appropriations therefor; and

H.J. Res. 138. Joint resolution to repeal so much of the act of Congress approved February 28, 1932, as provides for the sale of Camp Eustis, Va.

The Speaker of the House of Representatives having signed two enrolled bills, viz, S. 1881 and H.R. 5622, I am directed to bring the same to the Senate for the signature of its President.

Resolved by the House of Representatives (the Senate concurring), That the final report of the Select Committee on Foreign Aid be printed as a House document, and that five thousand additional copies of volume I be printed, of which three thousand copies shall be for the use of the House of Representatives, to be distributed by the House folding room and two thousand copies shall be for the use of the Select Committee on Foreign Aid.

When said concurrent resolution was considered,

The following amendments, recommended by the Committee on House Administration, were agreed to:

[Do not close italic insert with a period unless it is part of the amendment.]

Page 1, line 2, after "That", insert *there be printed six thousand five hundred copies of*

Page 1, line 3, strike out "be printed as a House document and" and insert (*House Report Numbered 1845*)

Page 1, line 4, strike out "that five thousand additional copies of volume I be printed".

Page 1, line 6, strike out "Representatives to be distributed by the House" and insert *Representatives*,

[Note use of roman type and quotes for title amendment.]

The following amendments, recommended by the Committee on Ways and Means, were agreed to:

Page 1, line 6, strike out "July 1, 1956" and insert *April 1, 1956*

Page 2, line 2, strike out "July 1956" and insert *April 1956*

The bill, as amended, was ordered to be engrossed and read a third time, was read a third time by title, and passed.

By unanimous consent, the title was amended so as to read: "A bill to provide wage credits under title II of the Social Security Act for military service before April 1956, and to permit application for lump-sum benefits under such title to be made within two years after interment or reinterment in the case of servicemen dying overseas before April 1956".

The following amendments, recommended by the Committee on House Administration, were agreed to:

Line 1, after "That", insert *effective January 4, 1955*,

Line 2, strike out "H. Res. 88" and insert: *H. Res. 118*

The resolution, as amended, was then agreed to.

The title was amended so as to read: "A resolution to provide funds for studies and investigations to be conducted pursuant to H. Res. 118".

PETITIONS AND MEMORIALS

The VICE PRESIDENT laid before the Senate the following petitions, etc., which were referred as indicated:

A resolution adopted by the Finnish Women's Clubs of the Minnesota-Wisconsin district, remonstrating against the passage of House bill 9604, to take profiteering out of war and to equalize the burdens of war; to the Committee on Finance.

The VICE PRESIDENT laid before the Senate a concurrent resolution of the Legislature of the State of Arkansas, urging the enactment of legislation to provide for further flood control on the White River; which was ordered to lie on the table.

Mr. CARLSON presented a resolution adopted by Coffeyville Post No. 20, American Legion, of Coffeyville, Kans., praying the enactment of legislation providing adequate relief for disabled ex-servicemen; which was referred to the Committee on Finance.

Mr. LODGE presented the following petition and memorial, which were referred to the Committee on Appropriations:

A resolution adopted by Local No. 3, United Office and Professional Workers of America, of Boston, Mass., favoring the appropriation of further relief funds for the unemployed; and

A resolution adopted by the board of directors, Massachusetts Federation of Taxpayers' Associations, Inc., of Boston, Mass., remonstrating against the appropriation of additional relief funds save for the minimum needs of the unemployed, and favoring the reduction of governmental expenditures as a step toward permanent recovery.

REPORTS OF COMMITTEES

Mr. MORSE, from the Committee on Armed Services, to whom were re-

ferred the following bills, reported them each without amendment and submitted reports thereon, as follows:

S. 1733. A bill authorizing the Secretary of the Navy, in his discretion, to deliver to the president of the Milwaukee Press Club, of Milwaukee, Wis., the bell of the wrecked cruiser *Milwaukee* (Rept. No. 198); and

S. 1824. A bill to provide for the relief of certain officers of the Naval Reserve Force, and for other purposes (Rept. No. 199).

ENROLLED BILLS AND JOINT RESOLUTION SIGNED

Mr. KEFAUVER, from the Committee on the Judiciary, reported that they had examined and found truly enrolled the following bills and joint resolution:

S. 1881. An act to amend an act entitled "An act to provide a government for the Territory of Hawaii," approved April 30, 1900, as amended, to establish a Hawaiian Homes Commission, granting certain powers to the Board of Harbor Commissioners of the Territory of Hawaii, and for other purposes;

H.R. 5622. An act providing for the appraisal and sale of the Vashon Island Military Reservation in the State of Washington, and for other purposes; and

H.J. Res. 594. Joint resolution directing the Federal Trade Commission to investigate the policies employed by manufacturers in distributing motor vehicles, accessories and parts, and the policies of dealers in selling motor vehicles at retail, as these policies affect the public interest.

The VICE PRESIDENT thereupon signed the same, and they were delivered to the committee to be presented to the President of the United States.

INTRODUCTION OF BILLS

Bills were introduced, read the first and second times by unanimous consent, and referred as follows:

By Mr. KEFAUVER (for himself and Mr. GORE):

S. 2203. A bill to provide for the consolidation or redistribution of the powers and duties of the several executive departments of the Government of the United States relating to the Territory of Alaska, and for other purposes; to the Committee on Interior and Insular Affairs.

By Mr. CARLSON:

S. 2204. A bill for the relief of Christian Christensen; to the Committee on Finance.

By Mr. GEORGE:

S. 3785. A bill for the relief of the Fitzgerald Leader; and

S. 3786. A bill for the relief of the Ocilla Star; to the Committee on Finance.

PAPERS REFERRED

Papers in the cases hereinafter mentioned, to accompany bills heretofore introduced, were taken from the files and referred, under the rule, as follows:

William H. Van Name; John B. Hamblin; Hannah Vandenburg; Mary C. F. Warren; David Granger; and James Grogan; to the Committee on Finance.

JOINT SESSION TO RECEIVE COMMUNICATIONS FROM THE PRESIDENT

Mr. McFARLAND submitted the following concurrent resolution (S. Con. Res. 1); which was considered and agreed to:

Resolved by the Senate (the House of Representatives concurring), That the two Houses of Congress assemble in the Hall of the House of Representatives on Wednesday, the 6th day of January 1952, at 2 o'clock in the afternoon, for the purpose of receiving such communications as the President of the United States shall be pleased to make to them.

Ordered, That the Secretary request the concurrence of the House of Representatives therein.

NOTIFICATION TO THE PRESIDENT

Mr. McFARLAND submitted the following concurrent resolution (S. Res. 4); which was considered and agreed to:

Resolved, That a committee consisting of two Senators be appointed to join such committee as may be appointed by the House of Representatives to wait upon the President of the United States and inform him that a quorum of each House is assembled and that the Congress is ready to receive any communication he may be pleased to make.

PRESIDENTIAL APPROVALS

A message from the President of the United States, by Mr. Miller, his secretary:

Mr. President: The President of the United States approved and signed

the following acts and joint resolution:

On January 10, 1952:

S. 1934. An act granting the consent of Congress to the Huntington & Ohio Bridge Co. to construct, maintain, and operate a highway and street railway bridge across the Ohio River, between the city of Huntington, W. Va., and a point opposite in the State of Ohio.

On January 12, 1952:

S. 1794. An act to authorize the Secretary of Defense to release the Kansas City & Memphis Railroad & Bridge Co. from reconstructing its highway and approaches across its bridge at Memphis, Tenn.; and

S.J. Res. 111. Joint resolution to authorize an appropriation for expenses of participation by the United States in the 10th Pan American Sanitary Conference.

Ordered, That the Secretary notify the House of Representatives thereof.

FINAL ADJOURNMENT

On motion by Mr. GEORGE, and by unanimous consent,

[Overs flush.]

The Senate proceeded to consider the concurrent resolution (H. Con. Res. 41) authorizing the sine die adjournment of the present session of Congress on May 29, 1951.

On the question of agreeing to the said concurrent resolution,

It was determined { Yeas----- 40
in the negative----- } Nays----- 40

[Rundown, 7½ ems, 7½-point] [Rundown, 12 ems, 7½-point]

On motion by Mr. SALTONSTALL, The yeas and nays being desired by one-fifth of the Senators present,

Senators who voted in the affirmative are—

Aiken	Benton	Bridges
Andersen	Brewster	Eyrd
Bennett	Bricker	Kefauver

Senators who voted in the negative are—

Eastland	Fulbright	Hayden
Ellender	George	Hunt
Ferguson	Green	McCarran

The Senate being equally divided, the Vice President voted in the negative.

So the concurrent resolution was not agreed to.

Ordered, That the Secretary notify the House of Representatives thereof.

MATERNITY AND INFANT WELFARE

On motion by Mr. HILL,

The Senate resumed the consideration of its unfinished business, viz, the bill (S. 1039) for the public protection of maternity and infancy and providing a method of cooperation between the Government of the United States and the several States.

Mr. HILL raised a question as to the presence of a quorum;

Whereupon

The VICE PRESIDENT directed the roll to be called;

When

Forty Senators answered to their names, as follows:

Aiken	Jenner	Lodge	Martin
Ives	Knowland	Long	Maybank

The number of Senators present not constituting a quorum,

The VICE PRESIDENT directed the names of the absentees to be called;

When

Four Senators answered to their names, as follows:

Cordon	Thye	Young
McKellar		

A quorum not being present,

On motion by Mr. McFARLAND,

Ordered, That the Sergeant at Arms be directed to request the attendance of the absent Senators.

Pending the execution of the order, Mr. FERGUSON, Mr. HOLLAND, Mr. LANGER, Mr. NEELY, and Mr. WILEY appeared and answered to their names.

A quorum being present,

HOUSE BILLS AND JOINT RESOLUTION REFERRED

The bills and joint resolutions, except H.R. 9605 and H.R. 10055, this day received from the House of Representatives for concurrence, were severally read the first and second times by unanimous consent.

Ordered, That the bills H.R. 7534 and H.R. 7874 be referred to the Committee on Public Works;

That the bill H.R. 8780 be referred to the Committee on Agriculture;

That the bills H.R. 9257 and H.R. 9286 and the joint resolution H.J. Res. 613 be referred to the Committee on Rules;

That the bill H.R. 9816 be referred to the Committee on Public Works; and

That the joint resolution H.J. Res. 627 be referred to the Committee on Appropriations.

RECESS

On motion by Mr. McFARLAND, at 5 o'clock and 12 minutes p.m.,

The Senate took a recess until 12 o'clock m. (noon when daylight saving time) tomorrow.

MONDAY, JANUARY 28, 1952

(Legislative day of Friday, January 24, 1952)

The PRESIDENT pro tempore called the Senate to order at 12

o'clock noon, and the Chaplain offered prayer.

EXECUTIVE SESSION

On motion by Mr. McFARLAND, The Senate proceeded to the consideration of executive business; and, after the consideration of executive business,

On motion by Mr. McFARLAND, at 5 o'clock and 36 minutes p.m.,

The Senate, as in legislative session, took a recess until 12 o'clock noon tomorrow.

HOUSE

[Observe the punctuation and paragraphing and that datelines are set in case 130 caps, centered. Follow Record style in the treatment of names and Members of Congress.]

MONDAY, JANUARY 28, 1952

The House was called to order by the Speaker.

The Journal of the proceedings of Thursday, January 24, 1952, was read and approved.

COMMUNICATIONS

Executive and other communications, pursuant to clause 2, rule XXIV, were referred as follows:

19. A letter from the Chairman, National Archives, transmitting the report of the National Archives Trust Fund Board for the fiscal year ending June 30, 1951; to the Committee on Post Office and Civil Service.

20. A letter from the Postmaster General, Chairman, Board of Trustees, transmitting the report of operations of the Postal Savings System for the fiscal year ended June 30, 1951 (H. Doc. No. 11); to the Committee on Post Office and Civil Service and ordered to be printed.

[Use the following form if only one executive communication is transmitted:]

An executive communication, pursuant to clause 2, rule XXIV, was referred as follows:

719. A letter from the Secretary of the Treasury, transmitting a draft of a proposed bill, entitled "A bill to clarify the act of August 17, 1950, providing for the conversion of national banks into, and their merger and consolidation with, State banks," was taken from the Speaker's table and referred to the Committee on Banking and Currency.

MESSAGE FROM THE PRESIDENT

A message in writing from the President of the United States was communicated to the House by Mr.

Hawks, one of his secretaries, who also informed the House that on the following dates the President approved and signed bills of the House of the following titles:

On June 20, 1949:

H.R. 2361. An act to provide for the reorganization of Government agencies, and for other purposes.

On June 21, 1949:

H.R. 1337. An act to authorize the sale of certain public lands in Alaska to the Alaska Council of Boy Scouts of America for recreation and other public purposes.

MESSAGE FROM THE SENATE

A message from the Senate, by Mr. Carrell, one of its clerks, announced that the Senate had passed, with amendments in which the concurrence of the House is requested, a bill of the House of the following title:

H.R. 5060. An act making appropriations for the legislative branch for the fiscal year ending June 30, 1950, and for other purposes.

The message also announced that the Senate insists upon its amendments to the foregoing bill; requests a conference with the House on the disagreeing votes of the two Houses thereon; and appoints Mr. ELLENDER, Mr. CHAVEZ, Mr. MCKELLAR, Mr. BRIDGES, and Mr. SALTONSTALL to be the conferees on the part of the Senate.

The message further announced that the President had informed the Senate that on June 13, 1949, he had approved and signed a bill of the Senate of the following title:

S. 314. An act authorizing the transfer of a certain tract of land in

the Robinson Remount Station to the city of Crawford, Nebr., and for other purposes.

ECONOMIC REPORT OF THE PRESIDENT

The SPEAKER laid before the House a message from the President of the United States, which was read, as follows:

THE WHITE HOUSE,
Washington, D.C., January 7, 1949.
The Honorable the PRESIDENT OF THE SENATE.
The Honorable the SPEAKER OF THE HOUSE OF REPRESENTATIVES.

SIRS: I am presenting herewith my Economic Report to the Congress, as required under the Employment Act of 1946.

In preparing this report, I have had the advice and assistance of the Council of Economic Advisers, members of the Cabinet, and heads of the independent agencies.

Together with this report I am transmitting a report, the Annual Economic Review, January 1949, prepared for me by the Council of Economic Advisers in accordance with section 4(c)(2) of the Employment Act of 1946.

Respectfully,

HARRY S. TRUMAN.

The message, together with the accompanying papers, was referred to the Joint Committee on the Economic Report and ordered to be printed.

RECESS

At 12 o'clock and 7 minutes p.m. the House stood in recess until 12 o'clock and 40 minutes p.m.

AFTER RECESS—12:46 P.M.

The SPEAKER called the House to order.

A FURTHER MESSAGE FROM THE SENATE

A further message from the Senate, by Mr. Carrell, its enrolling clerk, announced that the Senate had passed without amendment concurrent resolutions of the House of the following titles:

H. Con. Res. 1. Concurrent resolution providing for a joint session of Congress on January 5, 1949.

H. Con. Res. 2. Concurrent resolution providing for a joint session of Congress on January 6, 1949, pursuant to the requirements of the Constitution and laws relating to the election of President and Vice President of the United States.

JOINT SESSION TO RECEIVE THE PRESIDENT'S MESSAGE

The Doorkeeper announced the President pro tempore and Members of the Senate, who entered the Hall of the House and took seats assigned them.

Whereupon, pursuant to House Concurrent Resolution 1, the Speaker called the joint session of the two Houses to order.

The SPEAKER appointed Mr. McCORMACK, Mr. DOUGHTON, and Mr. MARTIN of Massachusetts members on the part of the House of the committee to escort the President into the Hall of the House.

The PRESIDENT pro tempore of the Senate appointed Mr. BARKLEY, Mr. LUCAS, and Mr. WHERRY members on the part of the Senate of the committee to escort the President into the Hall of the House.

The Doorkeeper announced Ambassadors, Ministers, and Chargés d'Affaires of foreign governments, who entered the Hall of the House and took seats assigned them.

The Doorkeeper announced the members of the President's Cabinet, who entered the Hall of the House and took seats assigned them.

The President of the United States, at 1 o'clock and 2 minutes p.m., escorted by the committee on the part of both Houses, entered the Hall of the House and, at the Clerk's desk, delivered the following message:

Mr. President, Mr. Speaker, Members of the Congress, I am happy to report to this 81st Congress that the state of the Union is good. Our Nation is better able than ever before to meet the needs of the American people and to give them their fair chance in the pursuit of happiness. It is foremost among the nations of the world in the search for peace.

At 1 o'clock and 32 minutes p.m., the President retired from the Hall of the House, accompanied by the members of his Cabinet.

The Ambassadors, Ministers, and Chargés d'Affaires of foreign governments retired from the Hall of the House.

The SPEAKER declared the joint session of the two Houses dissolved.

The PRESIDENT pro tempore and Members of the Senate then returned to their Chamber.

The SPEAKER then called the House to order.

ROLLCALL CORRECTION

On motion of Mr. JACKSON of California, by unanimous consent,

Ordered, That rollcall No. 3 be corrected to show him present and voting in the negative.

COMMITTEE ON APPROPRIATIONS

Mr. McCORMACK submitted the following resolution, which was considered and agreed to (H. Res. 43):

Resolved, That during the 81st Congress, the Committee on Appropriations shall be composed of 45 members.

A motion to reconsider the vote whereby said resolution was agreed to was, by unanimous consent, laid on the table.

MEMBERS-ELECT SWORN IN

The following Members-elect, whose credentials had been received by the Clerk of the House, presented themselves at the bar of the House and took the oath of office prescribed by law: Mr. CHESTER C. GORSKI, from the 44th District of the State of New York; Mr. ANTHONY F. TAURIELLO, from the 43rd District of the State of New York.

CONTESTED-ELECTION CASE OF ROY
AGAINST JENKS

Mr. KERR, by direction of the Committee on Elections No. 3, reported (Rept. No. 2255) the resolution (H. Res. 482) in the contested-election case of Alphonse Roy against Arthur B. Jenks, from the First Congressional District of the State of New Hampshire.

Said resolution and report were referred to the House Calendar and ordered to be printed.

REFERENCE OF BILL H.R. 3700

On motion of Mr. BONNER, by unanimous consent, the Committee on Government Operations was discharged from further consideration of the bill (H.R. 3700) to provide for the return to the former owners of the real property at Camp Stewart, Ga.

When said bill was referred to the Committee on Armed Services.

SUBCOMMITTEE TO SIT

On motion of Mr. SADOWSKI, by unanimous consent, the subcommittee of the Committee on Interstate and Foreign Commerce, of which Mr. PRIEST is chairman, was granted permission to sit during general debate in the session of the House today.

PERMISSION TO FILE REPORT

On motion of Mr. DOUGHTON, by unanimous consent, the Committee on Ways and Means was granted permission until midnight Saturday, January 15, 1949, to file a report (Rept. No. 1) on the joint resolution (H.J. Res. 85) to exempt from the tax on admissions amounts paid for admission tickets sold by authority of the Committee on Inaugural Ceremonies on the occasion of the inauguration of the President-elect in January 1949.

RECESS

At 12 o'clock and 8 minutes p.m., the House stood in recess until 12 o'clock and 50 minutes p.m.

AFTER RECESS—12:50 P.M.

The SPEAKER called the House to order.

UNITED STATES SURPLUS PROPERTY ACT
OF 1944

The SPEAKER laid before the House the following message from the President of the United States, which was read, as follows:

To the Congress of the United States:

I transmit herewith a report by the Secretary of State on the operations of the Department of State under section 32(b) (2) of Public Law 584, 79th Congress, as required by that law.

HARRY S. TRUMAN.

THE WHITE HOUSE, March 14, 1952.

The message, together with the accompanying papers, was referred to the Committee on Government Operations and ordered to be printed.

APPOINTMENT TO THE JOINT COMMITTEE
ON FOREIGN ECONOMIC COOPERATION

The SPEAKER laid before the House the following communication from the chairman of the Committee on Foreign Affairs, which was read, as follows:

MARCH 14, 1952.

Hon. SAM RAYBURN,
The Speaker, House of Representatives, Washington, D.C.

DEAR MR. SPEAKER: In conformity with section 124 of Public Law 472, 80th Congress, I have this date appointed the Honorable JAMES P. RICHARDS to represent the Committee on Foreign Affairs on the Joint Committee on Foreign Economic Cooperation for the 81st Congress.

This appointment fills the existing vacancy.

Very sincerely yours,

JOHN KEE.

NATIONAL CAPITAL SESQUICENTENNIAL
COMMISSION

The SPEAKER laid before the House the following communication, which was read, as follows:

Hon. SAM RAYBURN,

*Speaker, House of Representatives,
U.S. Congress, Washington, D.C.*

DEAR MR. SPEAKER: I herewith submit my resignation as a member of the National Capital Sesquicentennial Commission.

Respectfully yours,

HOMER THORNBERRY.

The resignation was accepted.

COLUMBIA INSTITUTE FOR THE DEAF

The SPEAKER, pursuant to the provisions of section 4863, Revised Statutes of the United States, announced the appointment of Mr. THORNBERRY as a Director of the Columbia Institute for the Deaf.

ROLLCALLS

The Committee resumed its session; and after some further time spent therein,

The SPEAKER resumed the chair,

When Mr. SMITH of Virginia, Chairman, reported that the Committee, having had under consideration said bill, finding itself without a quorum,

CALL IN COMMITTEE

The roll was called,

When the following-named Members failed to answer—

[Roll No. 157]

Andresen,	Chatham	Gorski, N.Y.
August H.	Chesney	Gregory

Thereupon the Speaker announced that 311 Members had answered to their names, a quorum.

The Committee resumed its session; and after some still further time spent therein,

CALL OF THE HOUSE

Mr. KEEFE made the point of order that a quorum was not present.

A quorum not being present,

On motion of Mr. PRIEST, a call of the House was ordered.

The doors were closed.

The roll was called,

When the following-named Members failed to answer—

[Roll No. 162]

Andresen,	Cavalcante	Gore
August H.	Celler	Gossett

Thereupon the Speaker announced that 330 Members had answered to their names, a quorum.

By unanimous consent, further proceedings under the call were dispensed with.

The doors were opened.

AUTOMATIC ROLLCALL

The question being put, viva voce, Will the House now consider said resolution?

The SPEAKER announced that two-thirds of the Members present had voted in the affirmative.

Mr. WILLIAMS of New York objected to the vote on the ground that a quorum was not present and not voting.

A quorum not being present,

The roll was called under clause 4, rule XV,

When there ap- peared.....	{ Yeas..... 270
	{ Nays..... 1

[Rundown, 7½ ems, 7½-point]	[Rundown, 12 ems, 7½-point]
--------------------------------	--------------------------------

[Roll No. 199]

Those voting in the affirmative—

Abbutt	Davis, Wis.	Karst
Abernethy	Deane	Karsten

Voting in the negative—

Williams of New York

So the House decided to consider the resolution.

After debate,

On motion of Mr. BUSH, the previous question was ordered on the resolution to its adoption or rejection and, under the operation thereof, the resolution was agreed to.

YEA-AND-NAY VOTE

The question being put,

Will the House agree to said amendment?

Mr. WILLIAMS of New York demanded that the vote be taken by the yeas and nays, which demand was supported by one-fifth of the Members present, so the yeas and nays were ordered.

It was decided in the affirmative -----	{ Yeas---- 225
	{ Nays---- 181
	{ Answered present_ 1
[Rundown, 7½ ems, 7½-point]	[Rundown, 12 ems, 7½-point]

[Roll No. 172]

Those voting in the affirmative—

Abbtitt	Barrett, Wyo.	Brehm
Abernethy	Bates, Mass.	Brown, Ga.

Those voting in the negative—

Addonizio	Combs	Heffernan
Albert	Corbett	Heller

Answered present—

Poulson

So the amendment was agreed to.

The bill, as amended, was ordered to be engrossed and read a third time.

Mr. WILLIAMS of New York demanded the reading of the engrossed copy of said bill.

LABOR-FEDERAL SECURITY
APPROPRIATION, 1950

Mr. FOGARTY, from the Committee on Appropriations, pursuant to clause (2)(a), rule XI, reported (Rept. No. 228) the bill (H.R. 3333) making appropriations for the Department of Labor, the Federal Security Agency, and related independent agencies, for the fiscal year ending June 30, 1950, and for other purposes.

Said bill and report were referred to the Committee of the Whole House on the State of the Union and ordered to be printed.

Mr. KEEFE reserved all points of order on said bill.

ORDER OF BUSINESS

On motion of Mr. FOGARTY, by unanimous consent,

Ordered, That, notwithstanding any rule, the bill (H.R. 3333) making appropriations for the Department of Labor, the Federal Security Agency, and related independent agencies, for the fiscal year ending June 30, 1950, and for other purposes, may be in order for consideration on tomorrow, Wednesday, March 9, 1949.

COMMITTEE OF THE WHOLE HOUSE ON
THE STATE OF THE UNION

Mr. FOGARTY, pursuant to a special order agreed to on March 8, 1949, moved that the House resolve itself into the Committee of the Whole House on the State of the Union for consideration of the bill (H.R. 3333) making appropriations for the Department of Labor, for the fiscal year ending June 30, 1950, and for other purposes.

Pending which,

On motion of Mr. FOGARTY, by unanimous consent,

Ordered, That the time for general debate on said bill shall continue not to exceed 2 hours, be equally divided, and be controlled by Mr. FOGARTY and Mr. KEEFE.

The motion that the House resolve itself into the Committee of the Whole was agreed to.

Accordingly,

The House resolved itself into the Committee of the Whole House on the State of the Union for consideration of said bill; and after some time spent therein,

The SPEAKER resumed the chair,

When Mr. TRIMBLE, Chairman, reported that the Committee, having had under consideration said bill, had directed him to report the same back to the House with the recommendation that the bill do pass.

By unanimous consent, the previous question was ordered on the bill to its passage or rejection.

The bill was ordered to be engrossed and read a third time and was read a third time by title.

Mr. TABER moved to recommit the bill (H.R. 3333) to the Committee on Appropriations with instructions to report the same back forthwith, with the following amendment:

On page 24, lines 8 to 17, strike out the first proviso, and insert *Provided, That the Director of the Budget finds it necessary to meet increased costs.*

On motion of Mr. FOGARTY, by unanimous consent, the previous question was ordered on the motion to recommit.

The question being put, *viva voce*, Will the House recommit said bill? The motion to recommit was not agreed to.

The question being put, *viva voce*, Will the House pass said bill? So the bill was passed.

A motion to reconsider the vote whereby said bill was passed was, by unanimous consent, laid on the table.

AMENDMENTS

When said resolution was considered,

The following amendments, recommended by the Committee on House Administration, were agreed to:

Line 1, strike out "affective" and insert *effective*

Line 4, strike out "\$5,000" and insert \$2,500

The resolution, as amended, was then agreed to.

A motion to reconsider the vote whereby said resolution, as amended, was agreed to was, by unanimous consent, laid on the table.

The House then proceeded to the consideration of the following amendments of the Senate in disagreement (Nos. 7, 7½, 11, 13, 32, 46, 52, 54, 56, 63, 74, 76, 77, and 85):

Senate amendment No. 7: Page 10, line 10, after "responsibility", insert: *Provided further, That not to exceed \$2,700,000 of the amount herein appropriated may be transferred to the Department of the Navy.*

Senate amendment No. 7½: Page 10, line 10, after "responsibility", insert: *Provided further, That no part of this appropriation or contract authorization shall be used—*

(A) *to start any new construction project for which an estimate was not included in the budget for the current fiscal year; or*

(B) *to start any new construction project the currently estimated cost of which exceeds the estimated cost included therefor in such budget;*

unless the Director of the Bureau of the Budget specifically approves the start of such construction project;

On motion of Mr. THOMPSON of Texas, by unanimous consent, Senate amendments Nos. 7, 7½, 32, 52, 56, and 76 were considered en bloc.

On motion of Mr. THOMPSON of Texas the House receded from its disagreement to the amendments of the Senate numbered 7, 7½, 32, 52, and 76, and concurred therein.

PRIVATE CALENDAR

Pursuant to clause 6, rule XXIV,

The SPEAKER directed the Private Calendar to be called.

When,

BILLS PASSED

Bills of the following titles were severally considered, read twice, ordered to be engrossed and read a third time, were severally read a third time by title, and passed:

H.R. 580. A bill for the relief of the Bank of Kodiak, Kodiak, Alaska.

H.R. 583. A bill for the relief of the Alaska Juneau Gold Mining Co., of Juneau, Alaska.

Ordered, That the Clerk request the concurrence of the Senate in said bills severally.

Motions severally made to reconsider the votes whereby each bill on

the Private Calendar was disposed of today were, by unanimous consent, laid on the table.

DISASTER RELIEF

Mr. KERR moved to suspend the rules and pass the joint resolution (H.J. Res. 136) making a further appropriation for disaster relief, and for other purposes.

Mr. TABER demanded a second.

By unanimous consent, a second was considered as ordered.

After debate,

The question being put,

Will the House suspend the rules and pass said joint resolution?

On a division, demanded by Mr. TABER, there appeared—yeas 123, nays 0.

So, two-thirds having voted in favor thereof, the rules were suspended and said joint resolution was passed.

A motion to reconsider the vote whereby the rules were suspended and said joint resolution was passed was, by unanimous consent, laid on the table.

Ordered, That the Clerk request the concurrence of the Senate in said joint resolution.

VILLAGE POSTAL SERVICE

Mr. MURRAY of Tennessee called up the following conference report (Rept. No. 1420):

The committee of conference on the disagreeing votes of the two Houses on the amendment of the House to the bill (S. 1479) to discontinue the operation of village delivery service in second-class post offices, having met, after full and free conference, have agreed to recommend and do recommend to their respective Houses as follows:

That the Senate recede from its amendments numbered 20, 41, 45, 57, and 86.

That the House recede from its disagreement to the amendments of the Senate numbered 1, 3, 5, 6, 9, 19, 23, 25, 26, 27, 29, 30, 31, 33, 35, 37, 38, 39, 40, 46, 48, 49, 50, 53, 55, 56, 59, 63, 77, 83, 84, and 85, and agree to the same.

Amendment numbered 2: That the House recede from its disagreement to the amendment of the Senate numbered 2, and agree to the same with an amendment as follows: In lieu of the matter inserted by said amendment insert the following: *including not to exceed \$2,365 for necessary per diem and traveling expenses in connection*

therewith; and the Senate agree to the same.

The committee of conference have not agreed on amendments numbered 8, 10, 11, 12, 13, 14, 15, 16, 18, 32, 54, 60, 62, 79, 80, and 87.

That the Senate recede from its disagreement to the amendment of the House.

TOM MURRAY (except
as to amendment No.
3),

RAY W. KARST,
EDWARD H. REES,

Managers on the Part of the House.

OLIN D. JOHNSTON,
HUBERT H. HUMPHREY,
ZALES N. ECTON,

Managers on the Part of the Senate.

[Note also the following:]

Page 27, after line 12, insert:

The Secretary of the Navy is authorized to acquire one thousand acres, more or less, at or near Camp Kearny, California, for a site for a lighter-than-air aviation station and to pay for the same an average price of not exceeding \$100 per acre out of any funds appropriated for aviation purposes.

When said conference report was considered and agreed to.

A motion to reconsider the vote whereby said conference report was agreed to was, by unanimous consent, laid on the table.

Ordered, That the Clerk notify the Senate thereof.

SENATE BILL, JOINT RESOLUTION, AND
CONCURRENT RESOLUTION REFERRED

Bill, joint resolution, and concurrent resolution of the Senate of the following titles were taken from the Speaker's table and, under the rule, referred as follows:

S. 44. An act for the relief of Arthur O. Fisher; to the Committee on the Judiciary.

S.J. Res. 105. Joint resolution to provide unrestricted entry privileges for Sister Elizabeth Kenny; to the Committee on the Judiciary.

S. Con. Res. 65. Concurrent resolution favoring the suspension of deportation of certain aliens; to the Committee on the Judiciary.

ENROLLED BILLS SIGNED

Mrs. NORTON, from the Committee on House Administration, reported that that committee had examined and found truly enrolled bills

of the House of the following titles, which were thereupon signed by the Speaker:

H.R. 3967. An act to continue a system of nurseries and nursery schools for the day care of school-age and under-school-age children in the District of Columbia through June 30, 1950.

H.R. 4046. An act making appropriations to supply deficiencies in certain appropriations for the fiscal year ending June 30, 1949, and for other purposes.

SENATE ENROLLED BILLS SIGNED

The SPEAKER announced his signature to enrolled bills of the Senate of the following titles:

S. 55. An act to authorize completion of construction and development of the Eden project, Wyoming.

S. 1433. An act amending Public Law 125, 80th Congress, approved June 28, 1947, as amended.

BILLS PRESENTED TO THE PRESIDENT

Mrs. NORTON, from the Committee on House Administration, reported that that committee did on June 21, 1949, present to the President, for his approval, bills of the House of the following titles:

H.R. 3957. An act to continue a system of nurseries and nursery schools for the day care of school-age and under-school-age children in the District of Columbia through June 30, 1950.

H.R. 4046. An act making appropriations to supply deficiencies in certain appropriations for the fiscal year ending June 30, 1949, and for other purposes.

ADJOURNMENT OVER

On motion of Mr. McCORMACK, by unanimous consent,

Ordered, That when the House adjourns today, it adjourn to meet on Monday, January 10, 1949.

And then,

ADJOURNMENT

On motion of Mr. McCORMACK, at 12 o'clock and 27 minutes p.m., the House adjourned until Monday, January 10, 1949, pursuant to a special order heretofore agreed to.

PERMISSION TO ADDRESS THE HOUSE

By unanimous consent, permission to address the House on the following dates, after all legislative business of the day and special orders heretofore agreed to, was granted—

To Mr. RICH, Thursday, February 17, for 20 minutes; and

To Mr. REED of New York, Thursday, February 17, for 25 minutes.

LEAVE OF ABSENCE

By unanimous consent, leave of absence was granted—

To Mr. IRVING, indefinitely; and

To Mr. JONES of Missouri, for 3 days.

And then,

[When only one.]

By unanimous consent, leave of absence was granted to Mr. KENNEDY for 2 days.

ADJOURNMENT

On motion of Mr. PRIEST, at 4 o'clock and 1 minute p.m., the House adjourned.

REPORTS OF COMMITTEES ON PUBLIC BILLS AND RESOLUTIONS

Under clause 2 of rule XIII, reports of committees were delivered to the Clerk for printing and reference to the proper calendar, as follows:

[Use above form also when only one report is submitted.]

REPORTS OF COMMITTEES ON PRIVATE BILLS AND RESOLUTIONS

Under clause 2 of rule XIII, reports of committees were delivered to the Clerk for printing and reference to the proper calendar, as follows:

Mrs. NORTON: Committee on House Administration. House Resolution 23. A resolution for the relief of Beatrice Kelly; without amendment (Rept. No. 3). Referred to the House Calendar.

[Use above form also when only one report is submitted.]

CHANGE OF REFERENCE

Under clause 2 of rule XXII, committees were discharged from the consideration of the following bills, which were referred as follows:

A bill (H.R. 6442) granting a pension to Martha A. Curtis; Committee on the Judiciary discharged, and referred to the Committee on House Administration.

A bill (H.R. 11111) granting a pension to Annie Elizabeth Clark; Committee on the Judiciary discharged, and referred to the Committee on House Administration.

[Use the following form if only one change of reference is made:]

Under clause 3 of rule XXIII, the Committee on Banking and Currency was discharged from the consideration of the bill (H.R. 1551) to authorize the making of grants and loans to the States to assist in providing adequate public elementary and secondary school facilities, and the same was referred to the Committee on Education and Labor.

ADVERSE REPORT

Under clause 2 of rule XIII,

Mr. KEE: Committee on Foreign Affairs. House Resolution 50. Resolution to obtain information from the Secretary of State on the Palestine situation; without amendment (Rept. No. 10).

Mr. TABER: Committee on Rules. H.R. 11964. A bill for the relief of the P. J. Carlin Construction Co. (Rept. No. 1014). Laid on the table.

[Use the above form also when only one report is submitted.]

PUBLIC BILLS AND RESOLUTIONS

Under clause 4 of rule XXII, public bills and resolutions were introduced and severally referred as follows:

By Mr. ADDONIZIO:

H.R. 5206. A bill to provide for direct Federal loans to meet the housing needs of moderate-income families, to provide liberalized credit to reduce the cost of housing for such families, and for other purposes; to the Committee on Banking and Currency.

By Mr. FERNOS-ISERN:

H.R. 5207. A bill to amend section 50 of the Organic Act of Puerto Rico; to the Committee on Interior and Insular Affairs.

MEMORIALS

Under clause 3 of rule XXII, memorials were presented and referred as follows:

By the SPEAKER: Memorial of the Legislature of the State of Connecticut, memorializing the President and the Congress of the United States concerning the proposed veterans' hospital in West Haven, Conn.; to the Committee on Veterans' Affairs.

PRIVATE BILLS AND RESOLUTIONS

Under clause 1 of rule XXII, private bills and resolutions were introduced and severally referred as follows:

By Mr. ANDERSON of California:

H.R. 5220. A bill for the relief of George Lutley Sclater-Booth; to the Committee on the Judiciary.

By Mr. ROONEY:

H.R. 5224. A bill for the relief of Mrs. Filomena Siano Sanfilippo; to the Committee on the Judiciary.

H.R. 5225. A bill for the relief of Andrea Rosasco; to the Committee on the Judiciary.

[Use the following form if only one bill is introduced:]

Under clause 1 of rule XXII, Mr. LEA introduced a bill (H. R. 15978) granting an increase of pension to John W. Bennett, which was referred to the Committee on Rules.

PETITIONS, ETC.

Under clause 1 of rule XXII, petitions and papers were laid on the Clerk's desk and referred as follows:

1091. By Mr. ELSTON: Petition of Max F. Faass and 38 other residents of Cincinnati, Ohio, urging repeal of the 20-percent excise tax on toilet goods; to the Committee on Ways and Means.

1092. By Mr. RICH: Petition of E. B. McCuaig, Harter's Drugstore, Muncy, Pa., and other citizens of Muncy and vicinity, asking repeal of 20-percent excise tax on toilet goods; to the Committee on Ways and Means.

[If only one petition, use the following:]

Under clause 1 of rule XXII,

Votes in Senate and House Journals

Operators must observe the following forms. The figures which accompany the "yeas," "nays," etc., must be set on the same slug as those words.

House Journal

It was decided in the affirmative----- [Rundown, 7½ ems, 7½-point]	}	Yeas-----	110
		Nays-----	10
		Answering present_	2
		[Rundown, 12 e m s, 7 ½-point]	

It was decided in the negative----- [Rundown, 7½ ems, 7½-point]	}	Yeas-----	40
		Nays-----	100
		[Rundown, 12 e m s, 7 ½-point]	

When there appeared_----- [Rundown, 7½ ems, 7½-point]	}	Yeas-----	100
		Nays-----	40
		Answering present_	3
		[Rundown, 12 e m s, 7 ½-point]	

Senate Journal

It was determined in the negative----- [Rundown, 7½ ems, 7½-point]	}	Yeas-----	20
		Nays-----	40
		[Rundown, 12 e m s, 7 ½-point]	

It was determined in the affirmative----- [Rundown, 7½ ems, 7½-point]	}	Yeas-----	46
		Nays-----	14
		[Rundown, 12 e m s, 7 ½-point]	

SENATE JOURNAL INDEX

HISTORY OF BILLS AND INDEX

History of bills—Senate Journal

[Type, 7½ point on 9-point slug, 21 picas. No. S. or H.R. or No. in front of numbers. Allow for 5 figures on bills, 3 figures on resolutions. Indentions 4 ems; overruns 5 ems. Lowercase initial letter on action lines unless proper noun. Amendments are set in *italic* and must always follow brackets. Vessels in *italic*. Senate bills read *A bill*; House bills read *An act*. A joint resolution (if Senate). Joint resolution (if House) and same for concurrent and simple resolutions.]

2194.	A bill granting a pension to John D. Ball—(See bill H.R. 14063)	
4284.	A bill to correct the military record of Alfred Clark—	Page
	considered and postponed indefinitely-----	49
3220.	A bill authorizing the Secretary of the Interior to make investigations through the Bureau of Mines of lignite coals and peat to determine the practicability of their utilization as a fuel and in producing commercial products—	
	reported with an amendment-----	10
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	(See H. Con. Res. 65)	
	reported without amendment (Rept. 524)-----	272
	considered, amended, read the third time, and passed; title amended-----	301
	[vetoed]	
11283.	An Act [to amend and reenact sections 4, 11, 16, 19, and 22 of the act approved December 23, 1913, and known as the Federal Reserve Act, and] <i>to amend the ninth paragraph of section 16 of the Federal Reserve Act, as amended by the acts approved September 7, 1916, and June 21, 1917, and to amend sections 5208 and 5209, Revised Statutes—</i>	
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NOTE.—If same card occurs twice, set only one. Aline periods on right of bill number, using an en quad after the period.

Senate Journal Index

[Index is set 7½ point on 9-point slug, 21 picas; indentions 2, 3, and 4 ems; overruns 4 ems, except before and after 4-em indentions the overruns are 5 ems.]

- On the first entry flush, all runovers are to be set 4 ems in—
- Second entry to be set 2 ems in, all runovers to be 2 ems more—
- Third entry to be set 3 ems in, runovers to be 1 em more.
- EXCEPT when followed by another entry the runovers to be 2 ems more to avoid conflict—
- Fourth entry 4 ems in, runovers 1 em more.
- Fifth entry 5 ems in, runovers 1 em more.
- Sixth entry 6 ems in, runovers 1 em more; and so forth.

NOTE.—Beginning with the third entry and all following entries, the overs are 1 em more and changed to 2 ems to avoid conflict with a following entry.
 —(See bills S. 431, S. 482, S. 901; H.R. 27, H.R. 35, H.R. 92, H.R. 901.)
 "See" and "See also" are set roman. Senate bill entries precede House entries and are separated by a semicolon. Put in numerical sequence.

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To reimburse certain employees—(See bill H.R. 196.)	

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HISTORY OF BILLS UNDER NAMES OF SENATORS INTRODUCING THEM

[This history of bills and resolutions is set in 7½ point on 9-point slug, 21 picas. Italic lines indented 4 ems, action lines 5 ems, lowercase initial letters unless first word is proper noun; overruns 6 ems. Months followed by date are spelled out, except in citations in parentheses or brackets. Vessels in italic.]

By SENATOR JOHNSON of Texas.

For the history of the omnibus bills referred to in this list, see pages 5, 6, and 7 of this volume.

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HISTORY OF BILLS AND INDEX

History of bills in House Journal

[History of bills is set in 6½ point on 7½-point slug, 14 picas. Bill number lines flush; action line 1 em, overs 2 ems. Actions run in with em dash. Spell months followed by date, except in citations in parentheses or brackets. Vessels in italic.]

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[Index is set in 6½ point on 7½-point slug, 14 picas. Cap lines flush; italic lines flush; overruns 1 em; when subentry follows flush lines, indent overruns 2 ems; indent each subentry 1 em; overruns 1 em more. Use colon only after subentry when two or more items follow. Use em dashes as shown in examples below. All items set in alphabetical order, first word capitalized. Months followed by date are spelled out, except in citations in parentheses or brackets. Vessels in italic. All flush cap lines, with only one entry, run in. All flush cap lines, with more than one entry, make a separate line. Abbreviate H. Res. 63, H. Con. Res. 43; S. Res. 21, S.J. Res. 53, etc. Do not repeat S. or H.R. when a number of bills are given. Example: S. 53, 77; H.R. 22, 43, 84.]

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 Con. Res. 57, Rept. 836; S. Con. Res.
 128, Rept. 1417).
 Atomic Energy, Joint Committee, print
 50,000 copies, Senate Report No. 1169
 (H. Con. Res. 147, Rept. 1464).
 Louisiana, transfer vessel *Black Mallard*
 to (H.R. 5365, Rept. 1045).
 Secretary of the Interior:
 Convey certain land:
 Arizona (S. 76, Rept. 1403).
 School District No. 5, Linn County,
 Oreg. (H.R. 6230, Rept. 1368).
 Exchange Navaho Indian lands for
 Utah State land (H.R. 5390, Rept.
 1197).

D

DISCHARGE PETITIONS.

Motion to discharge House committees from consideration of legislation:

No. 1. Filed April 5, 1949, by Mr. Willis, to discharge Committee on the District of Columbia of H.R. 857; to prohibit experiment upon living dogs in the District of Columbia. Mr. Willis.

No. 2. Filed June 1, 1949, H. Res. 225; Labor-Management Relations Act of 1947, making H.R. 259 a special order for repeal of. Mr. Andrews.

E

EMBLEM DAY, designate June 20, 1949 (H.J. Res. 182; S.J. Res. 62).

EMERGENCY PRICE CONTROL ACT, 1942.

Amend (H.R. 4150).

Manufacturers of wearing apparel, refund, violation under (H.R. 806).

F

FARRAR, KATHRYN, increase pension (H.R. 10297; S. 452).

FEES CHARGED BY RECORDER OF DEEDS, District of Columbia (H.R. 1274).

G

GEORGETOWN BARGE, DOCK, ELEVATOR & RAILWAY CO., report, 70.

GRAY, EDWARD, SR., ET AL., adjudicate the claim of (H.R. 752).

H

HARTMAN, MRS. AURORA M., AND TWO DAUGHTERS, relief (S. 1376).

L

LAW NUMBERS.

Private laws:	Private laws:
33 (H.R. 592).	122 (S. 647).
34 (H.R. 745).	123 (S. 676).
Public laws:	Public laws:
351 (H.R. 5007).	396 (H.R. 3793).
352 (S. 2116).	397 (H.R. 4966).

LAW COURTS OF THE UNITED STATES.

See SUPREME COURT OF THE UNITED STATES.

Moreland against Schuetz: report of committee on contested-election case of (H. Rept. 1300), 2786.

N

NATIONALITY ACT OF 1940.

Amend (H.R. 353, 1951, 3029, 3520), 101. Birth status, relative to, amend (H.R. 4434).

P

PROPERTY. See INDIANS, ETC.

Q

QUINN v. UNITED STATES, decision of the Supreme Court of the United States in case of, 5951.

R

ROLLCALLS BY NUMBER, SUBJECT, AND PAGE.

1. Call by States. January 3, 1949, 3.
2. Election of Speaker. January 3, 1949. Rayburn 255, Martin 160, 4.
3. H. Res. 5. Resolution adopting the rules of the 80th Congress as the rules of the 81st Congress, with an amendment. On previous question. January 3, 1949. Yeas 275, nays 143, 6.

S

SPEAKER, See also RAYBURN, SAM.

Elected, H. Res. 3, 5.

Announced House decided to consider resolution (H. Res. 223), 455.

Memorials presented by

Alabama:

Farmers Day, designate, 920.

Montgomery, establish flood-control project in vicinity of, 508.

Y

YEA-AND-NAY VOTES.

Minimum wage:

Rule for consideration:

On committee amendment, 807.

On passage, 807.

Minnesota, Indian liquor laws, repeal certain, on suspension of rules and pass, 773.

NOTES

24. NOMINATIONS, REPORTS, DOCUMENTS, LAWS

GENERAL RULES

The rules governing document work apply to nominations and withdrawals except as here noted.

Matter is set in 10 point, double leaded by hand; later picked up solid for Executive Journal.

All nominations take current date, and the legislative day added when necessary. Post office nominations do not use legislative day. (Sample of each form is shown on following pages.)

In withdrawals, follow the date on copy and also the wording of the dateline.

Spell everything except year, day of month, section, page, paragraph numbers, and any serial number where the word *numbered* is used or implied.

Omit the words *I nominate* in all nominations, no matter how or where written in copy.

In single nominations (that is, where only one person is named) where the words *I nominate* begin a paragraph in copy, indent the paragraph 6½ ems. This applies to Air Force, Army, and Navy as well as civilian nominations. (See sample 1, p. 340.)

In Air Force, Army, and Navy nominations where only lists of names are given, set flush in half measure where there are four or more in a group. If less than four, set each name as a paragraph, full measure. No period after names. (See sample 2, p. 340.)

Where civilian nominations have more than one person named, each name is set as a separate nomination (except where otherwise prepared), following the form of postmasters; that is, each separate carries the same nomination number, with the black superior figure, and is set as a plain paragraph. Indent these 1 em only. (See sample 3, p. 341.) Those that are to be grouped (a number of names printed as one nomination) are nominations to or promotions in the Coast Guard, Coast and Geodetic Survey, Public Health Service, military service, naval service, and diplomatic and consular service (except where consul, minister, or ambassador is named to a specific country).

If nomination contains an explanatory note, enclose note in parentheses and place just before the blank dateline at bottom.

Note that the word *confirmed* is set in italic in the recommendation line. *Confirmed* is not used by Committee on the Judiciary. (See sample 4, p. 342.)

Reinstatement, Reappointment, or similar statement, if a sentence at the end of a nomination, is placed in parentheses. (See sample 3, p. 341.)

The President's signature indicates the end of a nomination, but is printed only in a withdrawal (see sample 5, p. 343), or in a withdrawal and nomination combined.

Capitalize the word *Arm* when synonymous with *Corps*, as Cavalry Arm, Infantry Arm, etc.

In post office nominations, if figures are used in connection with the bracketed figure at the left, bear off from the outside of the bracket. Use boldface figure, case 33. (See sample 3, p. 341.)

A nomination confirmed without reference to a committee is printed as a message only.

Style of messages and Executive Journal extracts is shown in samples 6 and 7, on pages 343 and 345, respectively.

Note the use of the words *I nominate* in paragraphs in the messages.

Treaties in Executive Calendar will be set 36½ picas wide; type, 8-point on 10-point slug.

Armed Services nominations printed as advance messages use the following forms:

Army or Air Force:

I nominate—

[Indent 6½ ems.] The following, etc.

Navy:

I nominate

The following, etc.

379]

SAMPLE 1

NOMINATION REFERENCE AND REPORT

[20 points]

IN EXECUTIVE SESSION,
SENATE OF THE UNITED STATES,

January 5, 1951.

Ordered, That the following nomination be referred to the Committee on Foreign Relations:

[20 points]

[Indent 6½ ems.] Louis H. Burns, Junior, of Louisiana, to be Foreign Service officer, class 5, vice Henry Mooney, resigned.

[30 points]

, 1951.

[20 points]

Reported by Mr.

with the

[20 points]

recommendation that the nomination be *confirmed*.

[Do not use the word *confirmed* when nomination is referred to Judiciary Committee.]

SAMPLE 2

422]

NOMINATION REFERENCE AND REPORT

IN EXECUTIVE SESSION,
SENATE OF THE UNITED STATES,

January 10, 1951.

Ordered, That the following nominations be referred to the Committee on Armed Services:

The following-named captains to be rear admirals in the Navy from the 3d day of June 1950:

Archibald H. Scales, Junior

Nathan C. Twining

Commander David E. Theleen to be a captain in the Navy from the 1st day of January 1951.

The following-named commanders to be captains in the Navy from the 3d day of June 1950:

Andrew T. Graham,	Arthur St. Clair Smith, and
William C. Asserson,	Clark H. Woodward

[30 points]

, 1951.

[20 points]

Reported by Mr. _____ with the

[20 points]

recommendation that the nomination be *confirmed*.

[Follow copy in the use of word *and* between names. Put comma after each name—paragraph or half measure—if word *and* is used in copy.]

SAMPLE 3

481]¹

NOMINATION REFERENCE AND REPORT

IN EXECUTIVE SESSION,
 SENATE OF THE UNITED STATES,
January 5, 1951.

Ordered, That the nomination of the following-named person to be postmaster be referred to the Committee on Post Office and Civil Service:

Flora A. Hastings, at Coachella, California. (Reappointment.)¹

[30 points]

, 1951.

[20 points]

Reported by Mr. _____ with the

[20 points]

recommendation that the nomination be *confirmed*.

[Do not use *legislative day* in post-office appointments.]

¹ [John Smith to be judge at Portland, Maine. (He is now serving in this office under an appointment which expires August 3, 1953.)]

SAMPLE 4

489]

NOMINATION REFERENCE AND REPORT

IN EXECUTIVE SESSION,
 SENATE OF THE UNITED STATES,
January 7 (legislative day, January 3), 1951.

Ordered, That the following nominations be referred to the Committee on Armed Services:

[This paragraph to be used only when in copy:]

Under the provisions of an act of Congress approved June 4, 1920, the officers herein named for promotion in the Regular Army of the United States:

[Centerheads to be in italic except when followed by a subhead, in which case the first is set in small caps, followed by subhead in italic, as below:]

MEDICAL CORPS

To be captain

First Lieutenant Leland Elder Dashiell, Medical Corps, from July 3, 1950.

VETERINARY CORPS

To be first lieutenants

Second Lieutenant Harry Lawrence Watson, Veterinary Corps, from July 18, 1950.

Second Lieutenant Samuel Weir Clark, Veterinary Corps, from July 23, 1950.

[30 points]

, 1951.

[20 points]

Reported by Mr.

with the

[20 points]

recommendation that the nominations be *confirmed*:

SAMPLE 5

WITHDRAWAL¹

The following message from the President withdrawing nomination was ordered to lie on the table:

436] THE WHITE HOUSE, *January 15, 1951.*
To the Senate of the United States:

I withdraw the nomination of the following-named officer, which was submitted to the Senate on January 10, 1951:

Ordnance Department

Captain Arthur Grant Mack, Junior, Cavalry, with rank from October 19, 1950.

HARRY S. TRUMAN.

[If copy for this form shows reference to a committee, leave off the reference. If there is more than one withdrawal, make case 14 line and following paragraph read in the plural. The case 14 line and the paragraph go at beginning of first withdrawal only.]

SAMPLE 6

MESSAGES²

[Observe the forms of *I nominate*. The messages are made up from the Nomination Reference and Report forms and carry no display heading. A 3-inch "sink" is put at top of first page.

[In Armed Services advance messages, use the following form when in copy: Par. 1. I nominate Joseph Banks, etc.]

414] THE WHITE HOUSE, *January 8, 1951.*
To the Senate of the United States:

I nominate Robert W. McCuen, of Vergennes, Vermont, to be collector of internal revenue for the district of Vermont in place of James E. Kennedy.

HARRY S. TRUMAN.

To the Committee on Finance.

418] THE WHITE HOUSE, *January 8, 1951.*
To the Senate of the United States:

Under the provisions of an act of Congress approved June 4, 1950, I nominate the officers herein named for promotion in the Regular Army of the United States:

¹ When used in Executive Journal, reset in small caps roman.

² This heading does not appear in the completed print.

MEDICAL CORPS

To be captains

First Lieutenant Lewis Bradley Bibb, Medical Corps, from August 2, 1950.

First Lieutenant Charles William Henderson, Medical Corps, from August 2, 1950.

HARRY S. TRUMAN.

To the Committee on Armed Services.

422] THE WHITE HOUSE, *January 8, 1951.*
To the Senate of the United States:

I nominate—

The following-named captains to be rear admirals in the Navy from the 3d day of June 1950:

×Archibald H. Scales

Nathan C. Twining

The following-named lieutenants to be lieutenant commanders in the Navy from the 1st day of January 1950:

Fred T. Berry,

John H. Everson, and

John C. Jennings,

Robert E. Rogers.

HARRY S. TRUMAN.

To the Committee on Armed Services.

[Follow copy in the use of word *and* between names.]

417] THE WHITE HOUSE, *January 8, 1951.*
To the Senate of the United States:

I nominate the following-named persons to be postmasters:

Harry H. Hiener, at Superior, Arizona, in place of R. T. Jones. Incumbent's commission expired August 16, 1950.

John C. Neblett, at Elsinore, California, in place of Charles Collins, resigned.

HARRY S. TRUMAN.

To the Committee on Post Office and Civil Service.

SAMPLE 7

EXECUTIVE JOURNAL EXTRACTS

[This heading does not appear in the printed copies]

IN THE NAVY

To be chaplain with rank of lieutenant (junior grade):

Francis L. Albert

James M. Hester

Edgar W. Davis

Walter L. Thompson

Joseph B. Earnest, Jr.

Razzie W. Truitt

[NOTE.—Two or more names may be doubled up in the Executive Journal.]

[In extracts of postmasters, use 3 leads above State, 1 lead under. When picked up for Journal, 2 leads above State and no leads under.]

SAMPLE 8

[Calendar is set in 8 on 10, 36½ picas, and with display headings. Note 8-point cast given below table]

EXECUTIVE CALENDAR

Friday, August 10, 1951

TREATIES

Date of report	Calendar No.	Treaty No.	Subject	Action of committee
1951 Aug. 6	7	Ex. F (81st Cong., 2d sess.).	The convention between the United States and Ireland, for the avoidance of double taxation and the prevention of fiscal evasion with respect to taxes on income.	Reported favorably with 2 reservations. (See Ex. Rept. No. 1, 82d Cong., 1st sess.)
6	8	Ex. K (81st Cong., 2d sess.).	The convention between the United States and Greece, for the avoidance of double taxation and the prevention of fiscal evasion with respect to taxes on the estates of deceased persons.	Reported favorably with a reservation. (See Ex. Rept. No. 1, 82d Cong., 1st sess.)
4	3	9.10	20	11½

[For the next executive session after Aug. 10, 1951]

NOMINATIONS

Date of report	Calendar No.	Message No.	Name of nominee	Office	Predecessor
1951 Aug. 7	617	229	FOREIGN SERVICE ¹ Philip W. Bonsal, of the District of Columbia.	Foreign Service officer of class 5, a secretary in the diplomatic service, and a consul of the United States of America.	
7	618	387-1	DEPARTMENT OF JUSTICE ¹ Homer L. Ross, of Honolulu, T. H.	Circuit judge, 4th circuit, Territory of Hawaii.	Clement K. Quinn, term expired.
7	619	391-1	Thomas M. Reed, of Nome, Alaska.	U. S. district judge, 1st division, District of Alaska.	Robert W. Jennings, term expired.
7	631	398-1	PUBLIC HEALTH SERVICE ¹ Francis A. Carmelia.....	Passed assistant dental surgeon, effective Aug. 15, 1951.	
7	632	398-2	Lionel E. Hooper.....	Temporary surgeon, effective July 1, 1951.	
7	633	398-3	Ernest W. Scott.....	do.....	
			POSTMASTERS ¹		
			ILLINOIS		
Sept. 8	641	377-14	Carl M. Crowder.....	Bethany.....	C. M. Davis, resigned.
8	642	M-347	Warren S. Bunker.....	Equality.....	H. L. B. Mason, deceased.
8	643	M-348	Paul W. Gibson.....	Louisville.....	Office became Presidential.
			IN THE ARMY ¹		
9	894	9	XRobert Charles Frase..... O38561.	Captain, Medical Service Corps.	
9	894	9	Norma Jean Fischer..... L194.	Captain, Women's Army Corps.	
9	894	9	XJack Williamson Mc-Namara O26990.	1st lieutenant.....	
			IN THE NAVY ¹		
10	653	413	John A. Marsteller.....	Passed assistant surgeon.	
11	653	413	Thomas L. Carter.....	do.....	
4	3½	4	12.15	13	10½

Headings to be set in case 130 caps.

REPORTS, DOCUMENTS, AND LAWS

[In either Senate or House reports follow bill style in extracts from bills. Report numbers run consecutively from first to second session, etc.]

STYLE AND FORMAT OF CONGRESSIONAL REPORTS

There are set forth below certain rules which the Government Printing Office has been authorized to follow in the makeup of congressional numbered reports:

1. All excerpts to be set in 10-point type, cut in 2 ems on each side, except as noted in paragraph 3 below. For ellipses in cut-in matter, lines of five stars are used. In matter set 13 picas, lines of 3 stars are used.
2. Contempt proceedings to be considered as excerpts.
3. The following are to be set in 10-point type, but not cut in:
 - (a) Letters which are readily identified as such by salutation and/or signature.
 - (b) Straight matter set in two columns.
 - (c) Appendixes and/or exhibits which have a heading readily identifying them as such; and
 - (d) Matter printed in compliance with the Ramseyer rule.
4. All leaderwork to be set in 8-point type.
5. All tabular work to be set in 6-point type.
6. An amendment in the nature of a substitute to be set in 8-point type, but quotations from such amendment later in the report to be treated as excerpts.
7. Any committee print having a report head indicated on original copy to be set in report type and style.
8. Committee prints not having a report head indicated on original copy to be set in the old report style.
9. If a committee print set as indicated in paragraph 8 is later submitted as a report or included in a report, and the type is available for pickup, such type shall be picked up and used without resetting to make it conform to the new type and style.
10. On matter that is cut in on the left only for purposes of breakdown, no space is used above and below, but on all matter that is cut in on both sides, two leads are used above and below.
11. On reports of immigration cases, set memorandums full measure unless preceded or followed directly by committee language. Memorandums are indented on both sides if followed by such language. Preparers should indicate the proper indentation on copy.

Order of printing (Senate reports only): (1) Report, (2) minority or additional views, (3) Cordon rule (last unless an appendix is used), (4) appendix (if any).

Minority views or additional views will begin a new page with 10-point cap heading.

[Sample of excerpt]

In *Palmer v. Mass.*, decided in 1939, which involved the reorganization of the New Haven Railroad, the Supreme Court said:

The judicial processes in bankruptcy proceedings under section 77 are, as it were, brigaded with the administrative processes of the Commission.

[Sample of an excerpt with an added excerpt]

The Interstate Commerce Commission in its report dated February 29, 1956, which is attached hereto and made a part hereof, states that it has no objection to the enactment of S. 3025, and states, in part, as follows:

The proposed amendment, however, should be considered together with the provisions of section 959(b), title 28, United States Code, which reads as follows:

"A trustee, receiver, or manager appointed in any cause pending in any court of the United States," etc.

[Sample of amendment]

On page 6, line 3, strike the words "and the service", strike all of lines 4, 5, and 6, and insert in lieu thereof the following:

and, notwithstanding any other provision of law, the service credit authorized by this clause shall not—

(A) be included in establishing eligibility for voluntary or involuntary retirement or separation from the service, under any provision of law;

[Sample of amendment]

The amendments are indicated in the bill as reported and are as follows:

On page 2, line 15, change the period to a colon and add the following:

Provided, That such approaches shall include only those necessary portions of streets, avenues, and boulevards, etc.

On page 3, line 12, after "operated" insert "free of tolls".

[Sample of amendment in the nature of a substitute]

The amendment is as follows:

Strike all after the enacting clause and insert the following:

That the second paragraph under the heading "National Park Service" in the Act of July 31, 1953 (67 Stat. 261, 271), is amended to read as follows: "The Secretary of the Interior shall hereafter report in detail all proposed awards of concession leases and contracts involving a gross annual business of \$100,000 or more, or of more than five years in duration, including renewals thereof, sixty days before such awards are made, to the President of the Senate and Speaker of the House of Representatives for transmission to the appropriate committees."

[Sample of letter inserted in report]

The Department of Defense recommends enactment of the proposed legislation and the Bureau of the Budget interposes no objection as indicated by the following attached letter, which is hereby made a part of this report:

MARCH 21, 1955.

HON. SAM RAYBURN,
Speaker of the House of Representatives,
Washington, D.C.

MY DEAR MR. SPEAKER: There is forwarded herewith a draft of legislation to amend section 303 of the Career Compensation Act of

* * * * *

Sincerely yours,

W. B. FRANKE,
Assistant Secretary of the Navy
(Financial Management).

[Sample of cut-in for purposes of breakdown ; no leads above or below]

Under uniform regulations prescribed by the Secretaries concerned, a member of the uniformed services who—

(1) is retired for physical disability or placed upon the temporary disability retired list ; or

(2) is retired with pay for any other reason, or is discharged with severance pay, immediately following at least eight years of continuous active duty (no single break therein of more than ninety days) ;

may select his home for the purposes of the travel and transportation allowances payable under this subsection, etc.

[Sample of leaderwork]

Among the 73 vessels mentioned above, 42 are classified as major combatant ships (aircraft carriers through escort vessels), in the following types:

Forrestal-class aircraft carriers.....	4
Destroyers.....	10
* * * * *	
Guided-missile submarine.....	1
Total.....	42

[Sample of sectional analysis]

SECTIONAL ANALYSIS

Section 1. Increase of 1 year in constructive service for promotion purposes

The principal purpose of the various subsections of section 1 is to provide a 1-year increase for medical and dental officers in service.

* * * * *

Subsection 201(a) is in effect a restatement of the existing law

This subsection authorizes the President to make regular appointments in the grade of first lieutenant through colonel in the medical

* * * * *

Section 2. Recognition of constructive service for pay longevity purposes—Additional annual cost, \$9,577,000

Section 2 would provide additional language to the existing provisions of the Career Compensation Act relating to creditable service.

[Sample of double-column comparison (Ramseyer rule)]

CHANGES IN EXISTING LAW

In compliance with paragraph 3 of the Rules of the House of Representatives, there is herewith printed in parallel columns the text of provisions of existing law which would be repealed or amended by the various provisions of the law.

EXISTING LAW

THE BILL

Act of October 12, 1949 (63 Stat. 863)

<p>SEC. 517. (a) Section 11 of the Act of March 4, 1925, as amended by section 1(c) of the Act of June 29, 1946 (60 Stat. 343; 34 U.S.C. 701), is hereby further</p>	<p>That subsection 517(a) of the Act of October 12, 1949 (63 Stat. 833), is amended to read as follows:“(a) The band of the United</p>
--	--

[Sample of amendment under Ramseyer rule]

CHANGES IN EXISTING LAW

In compliance with clause 3 of rule XIII of the Rules of the House of Representatives, changes in existing law made by the bill, as introduced, are shown as follows (existing law proposed to be omitted is enclosed in black brackets, new matter is printed in italic, existing law in which no change is proposed is shown in roman) :

EXPORT CONTROL ACT OF 1949

* * * * *

TERMINATION DATE

SEC. 12. The authority granted herein shall terminate on June 30, [1956] 1959, or upon any prior date which the Congress by concurrent resolution or the President may designate.

85TH CONGRESS } 2d Session }	HOUSE OF REPRESENTATIVES [One 2-point lead above parallel rule]	} REPT. 156 } Part 2
---------------------------------	--	-------------------------

[50 points]

PORTER BROS. & BIFFLE ET AL.¹

[18 points]

[8 points]

FEBRUARY 18, 1958.—Committed to the Committee of the Whole House and
[2 points]
ordered to be printed ²
[6 points]

[18 points]

Mr. NICHOLS, from the Committee on the Judiciary, submitted the
[2 points]
following

[14 points]

REPORT

[10 points]

[To accompany H.R. 6154]

[14 points]

The Committee on the Judiciary, to whom³ was referred the bill (H.R. 6154) for the relief of Porter Bros. & Biffle et al., having considered the same, report favorably thereon with the recommendation that the bill do pass with certain amendments.⁴

The purpose of H.R. 6154 is to permit the parties named therein to enter suit in the U.S. District Court for the Eastern District of Oklahoma for damages due from the United States by reason of alleged neglect and wrongdoing of officials and inspectors of the U.S. Bureau of Animal Industry in dipping tick-infested cattle in Texas and Oklahoma.

STATEMENT OF FACTS

In 1919 several citizens of Oklahoma bought on the market at Fort Worth, Tex., cattle that had originated in quarantine areas. These cattle were dipped under the supervision of the U.S. Bureau of Animal Industry and were certified as being clean of fever and ticks. The cattle were shipped into Oklahoma and it was found that the fever ticks had not been killed.

¹ If title makes more than 3 lines in 10-point caps, set in 8-point caps; should the title be amended, make the heading correspond to the amended form.

² Must be set as indicated in copy. If illustrations accompany copy and are not ordered to be printed, do not add *with illustrations*. Return copy to Superintendent of Composition.

³ See footnote 3, p. 332.

⁴ If the word "committee" is prepared in the singular form, follow.

85TH CONGRESS }
2d Session

SENATE

{ REPORT
No. 27

AGNES INGELS, DECEASED

AUGUST 9, 1958.—Filed under authority of the order of the Senate of August 8, 1958, and ordered to be printed

Mr. McCARRAN, from the Committee on the Judiciary, submitted the following

R E P O R T²

[To accompany S. 1300]

The Committee on the Judiciary, to which³ was referred the bill (S. 1300) for the relief of the heirs of Agnes Ingels, deceased, having considered the same, reports favorably thereon with an amendment and recommends that the bill do pass.⁴

In line 7, strike out the figures "\$10,000" and insert in lieu thereof the figures "\$5,000".⁵

EXPLANATION OF THE BILL

The facts in the case are fully set forth in Senate Report No. 715, 82d Congress, 2d session, which is appended hereto and made a part of this report.

[S. Rept. 715, 82d Cong., 2d sess.]

The Committee on the Judiciary, to which³ was referred the bill (S. 4692) for the relief of the heirs of Agnes Ingels, deceased, having considered the same, reports favorably thereon with the recommendation that the bill do pass with an amendment.

On line 7, page 1, strike out "\$25,000" and insert in lieu thereof "\$5,000".

As amended, your committee recommend that the bill do pass.

¹ Use this type and form only on Senate reports. There is only one calendar in the Senate.

² Should this line read "Adverse Report," do not letterspace the words.

³ The Senate Committee on the Judiciary requires the use of "which"; for all other committees, use "whom."

⁴ If the word "committee" is prepared in the singular form, follow.

⁵ Follow copy literally as to use of punctuation marks inside or outside of quoted words or figures.

Calendar No. 295

85TH CONGRESS }
2d Session }

SENATE

{

REPORT
No. 315PROVIDING FOR THE ADMISSION OF ALASKA INTO THE
UNION

MAY 8 (legislative day, MAY 2), 1958.—Ordered to be printed

Mr. O'MAHONEY, from the Committee on Interior and Insular Affairs,
submitted the following

or

Mr. JOHNSON of Texas (for Mr. BYRD), from the Committee on, etc.

R E P O R T

together with

MINORITY VIEWS

[To accompany S. 50]

The Committee on Interior and Insular Affairs, to whom was referred the bill (S. 50) to provide for the admission of Alaska into the Union, having considered the same, report favorably thereon with amendments and with the recommendation that the bill as amended do pass.

PURPOSE OF THE BILL

The purpose of S. 50 is to enable the strategically situated and richly endowed Territory of Alaska to enter the Union as a State, on a free and equal basis with the present 48 States. The bill provides the legal and political means of achieving this purpose by—

85TH CONGRESS } <i>2d Session</i>	} HOUSE OF REPRESENTATIVES	} REPORT No. 2241
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AMENDING SECTION 80 OF THE HAWAIIAN ORGANIC ACT

JULY 22, 1958.—Referred to the House Calendar and ordered to be printed

Mr. O'BRIEN of New York, from the Committee on Interior and Insular Affairs, submitted the following

REPORT

[To accompany H.R. 5865]

The Committee on Interior and Insular Affairs, to whom was referred the bill (H.R. 5865) to amend the Hawaiian Organic Act to permit the Territorial legislature to provide for the election of members of a certain board of trustees, having considered the same, report favorably thereon with amendments and recommend that the bill as amended do pass.

The amendments are as follows:

Strike all after the enacting clause and insert in lieu thereof the following language:

That the first sentence of section 80 of the Hawaiian Organic Act, as amended (48 U.S.C., sec. 546), is amended further by inserting immediately following the words "boards of a public character that may be created by law" the words "except for the board of trustees of the employees' retirement system".

SEC. 2. Section 80 of the Hawaiian Organic Act, as amended (48 U.S.C., 546), is further amended by adding the following new paragraph immediately following the first paragraph thereof:

"The manner of appointment of members of the board of trustees of the employees' retirement system shall be as provided for by section 6-61, Revised Laws of Hawaii, 1955."

Amend the title so as to read:

A bill to amend section 80 of the Hawaiian Organic Act, and for other purposes.

The purpose of H.R. 5865, as amended, introduced by Delegate Burns, is to amend section 80 of the Hawaiian Organic Act (48 U.S.C., sec. 546) with reference to election of members of the board of trustees of the Territorial employees' retirement system.

No expenditure of Federal funds is involved in this legislation. H.R. 5865 has been amended in accordance with recommendations of the Secretary of the Interior.

The report of the Secretary of the Interior dated June 24, 1958, including a substitute bill which has been adopted by the committee, is as follows:

DEPARTMENT OF THE INTERIOR,
OFFICE OF THE SECRETARY,
Washington, D.C., June 24, 1958.

HON. CLAIR ENGLE,
*Chairman, Committee on Interior and Insular Affairs,
House of Representatives, Washington, D.C.*

DEAR MR. ENGLE: This responds to your request for the views of this Department on H.R. 5865, a bill to amend the Hawaiian Organic Act to permit the Territorial legislature to provide for the election of members of a certain board of trustees.

* * * * *

The Bureau of the Budget has advised that while there is no objection to the submission of this report to your committee, it believes the principle expressed in this legislation is undesirable.

Sincerely yours,

ROGER ERNST,
Assistant Secretary of the Interior.

A BILL To amend section 80 of the Hawaiian Organic Act, and for other purposes

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the first sentence of section 80 of the Hawaiian Organic Act, as amended (48 U.S.C., sec. 546), is amended further by inserting immediately following the words "boards of a public character that may be created by law" the words "except for the board of trustees of the employees' retirement system".

SEC. 2. Section 80 of the Hawaiian Organic Act, as amended (48 U.S.C., 546), is further amended by adding the following new paragraph immediately following the first paragraph thereof:

"The manner of appointment of members of the board of trustees of the employees' retirement system shall be as provided for by section 6-61, Revised Laws of Hawaii, 1955."

The Committee on Interior and Insular Affairs recommends enactment of H.R. 5865, as amended.

RELIEF OF CERTAIN ALIENS

JULY 23, 1958.—Committed to the Committee of the Whole House and ordered to be printed

Mr. HYDE, from the Committee on the Judiciary, submitted the following

REPORT

[To accompany H.J. Res. 659]

The Committee on the Judiciary to whom was referred the joint resolution (H.J. Res. 659) for the relief of certain aliens, having considered the same, report favorably thereon without amendment and recommend that the joint resolution do pass.

PURPOSE OF THE JOINT RESOLUTION

The purpose of the joint resolution is to authorize the Attorney General to cancel deportation proceedings in the cases of 5 persons, etc.

GENERAL INFORMATION

The committee, desiring to lighten the burden of the Chief Executive and to shorten the time required for the consideration of private calendars on the floor of the House, has decided to include the names of several beneficiaries of pending bills in one joint resolution, after having considered each of the cases on their individual merits and having acquainted themselves with all the facts pertinent to each case.

Section 1 of the joint resolution provides for the cancellation of deportation proceedings in the cases of five persons who were the subjects of the following individual bills:

- H.R. 2673, by Mr. Hosmer.
- H.R. 2718, by Mr. Robsion of Kentucky.
- H.R. 2958, by Mr. Miller of California.
- H.R. 3173, by Mrs. Kelly of New York.
- H.R. 4031, by Mr. Gubser.

Section 2 of the joint resolution would grant permanent residence in the United States to two persons, upon posting of bonds as surety that they will not become public charges, and upon payment of the required visa fees. No quota deductions have been included in this

section, since one beneficiary is entitled to nonquota status and the other has already been charged to the appropriate quota. They were the subjects of the following bills:

H.R. 3881, by Mr. Buckley.

H.R. 7205, by Mr. Rabaut.

Section 3 of the joint resolution would grant permanent residence to one person. This section also provides for the posting of a bond, for the appropriate quota deduction, and for the payment of the required visa fee. The beneficiary was the subject of the following bill:

H.R. 7501, by Mr. Cramer.

The facts in each case are printed below in the order that the names of the beneficiaries appear in House Joint Resolution 659.

H.R. 2673, by Mr. Hosmer—Mrs. Persfoni Angelo Pritsos

The beneficiary is a 75-year-old widow who is a native of Turkey and a citizen of Canada. She was admitted to the United States as a visitor in 1954 and resides with and is supported by her son, a lawfully resident alien. * * *

The pertinent facts in this case are contained in a letter from the Commissioner of Immigration and Naturalization, dated April 17, 1957, to the chairman of the Committee on the Judiciary. That letter and accompanying memorandum read as follows:

DEPARTMENT OF JUSTICE,
IMMIGRATION AND NATURALIZATION SERVICE,
Washington, D.C., April 17, 1957.

HON. EMANUEL CELLER,
*Chairman, Committee on the Judiciary,
House of Representatives, Washington, D.C.*

DEAR MR. CHAIRMAN: In response to your request for a report relative to the bill (H.R. 2673) for the relief of Mrs. Persfoni Pritsos, there is attached a memorandum of information concerning the beneficiary.

The beneficiary is chargeable to the quota for Turkey.

Sincerely,

J. M. SWING, *Commissioner.*

MEMORANDUM¹ OF INFORMATION FROM IMMIGRATION AND
NATURALIZATION SERVICE FILES RE MRS. PERSFONI PRITSOS,
BENEFICIARY OF H.R. 2673

Mrs. Persfoni Angelo Pritsos, nee Angelo, a widow, who
is a native of Turkey and a naturalized citizen of Canada,

* * * * *

Mr. Hosmer appeared before a subcommittee of the Committee on the Judiciary and testified in support of his bill, as follows:

¹ Memorandum is set full measure when not followed by committee language.

85TH CONGRESS <i>2d Session</i>	}	HOUSE OF REPRESENTATIVES	}	EXECUTIVE N
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CONVENTION WITH SWITZERLAND REGARDING THE
AVOIDANCE OF DOUBLE TAXATION ON INCOME

M E S S A G E

FROM

THE PRESIDENT OF THE UNITED STATES

TRANSMITTING

THE CONVENTION BETWEEN THE UNITED STATES OF AMERICA
AND SWITZERLAND, SIGNED AT WASHINGTON ON MAY 26, 1958,
FOR THE AVOIDANCE OF DOUBLE TAXATION WITH RESPECT
TO TAXES ON INCOME

JUNE 16, 1958.—The convention was read the first time and the injunction of
secrecy was removed therefrom and, together with all accompanying papers,
was referred to the Committee on Foreign Relations and ordered to be printed
for the use of the Senate

THE WHITE HOUSE, *June 14, 1958.*

To the Senate of the United States:

With a view to receiving the advice and consent of the Senate to
ratification, I transmit herewith the convention between the United
States of America and Switzerland, signed at Washington on May 26,
1958, for the avoidance of double taxation with respect to taxes on
income.

85TH CONGRESS }
2d Session }

SENATE

} EXECUTIVE REPT.
} No. 6

TREATY OF FRIENDSHIP, COMMERCE, AND NAVIGATION WITH THE ITALIAN REPUBLIC

MONDAY, MAY 26, 1958.¹—Ordered to be printed

Mr. THOMAS of Utah, from the Committee on Foreign Relations, submitted the following

R E P O R T

[To accompany Ex. E, 85th Cong., 2d sess.]

The Committee on Foreign Relations, having had under consideration Executive E, 85th Congress, 2d session, a treaty, etc.

¹ Do not use *legislative day* even though there is one at date of printing.

LEGISLATIVE APPROPRIATION BILL, 1951

JUNE 18, 1958.—Ordered to be printed

Mr. CANNON of Missouri, from the committee of conference,
submitted the following

CONFERENCE REPORT¹

[To accompany H. R. 11267]

The committee of conference on the disagreeing votes of the two Houses on the amendments of the Senate to the bill (H. R. 11267) making appropriations for the legislative branch of the Government for the fiscal year ending June 30, 1959, and for other purposes, having met, after full and free conference, have agreed to recommend and do recommend to their respective Houses as follows:

That the Senate recede from its amendments numbered 49, 51, 62½, 65, 67, 71, 75, 77, 78, 79, 80, 94, 96, 97, 98, 99, 100, 102, and 132.

That the House recede from its disagreement to the amendments of the Senate numbered 48, 50, and 60, and agree to the same.

[2 leads]

Amendment numbered 60:

[1 lead]

That the House recede from its disagreement to the amendment of the Senate numbered 60, and agree to the same with an amendment as follows:

In lieu of the matter proposed to be inserted by the Senate amendment insert the following:

*SEC. 210. The provisions of all Acts heretofore enacted inconsistent with sections 207, 208, and 209 are, to the extent of such inconsistency, hereby repealed, and such sections shall take effect on July 1, 1959.*²

And the Senate agree to the same.

Amendment numbered 150:

That the House recede from its disagreement to the amendment of the Senate numbered 150, and agree to the same with an amendment as follows:

¹ See also p. 308 for style of conference report in Congressional Record, and p. 362 for style of conference report printed as a Senate document.

² "Fol. lit." on amendments.

In lieu of the matter proposed to be stricken out by the Senate amendment insert a comma and the following: *and all officers and employees of the division and commission not indispensable to the service shall be dismissed;*³ and the Senate agree to the same.

The committee of conference have not agreed on amendment numbered 46.

WILLIAM H. BATES,
By L. M.

GEORGE H. BENDER,
LEROY JOHNSON,

*Managers on the Part of the House.*⁴

HARRY F. BYRD,
WALTER F. GEORGE,
EDWARD J. THYE,

Managers on the Part of the Senate.

STATEMENT OF THE MANAGERS ON THE PART OF THE HOUSE ⁵

The managers on the part of the House at the conference on the disagreeing votes of the two Houses on the amendments of the Senate to the bill (H.R. 11267) making appropriations for the legislative branch of the Government for the fiscal year ending June 30, 1959, and for other purposes, submit the following written statement in explanation of the effect of the action agreed upon by the conferees and recommended in the accompanying conference report:

Amendment No. 46: On this amendment, embracing title I of part 2 of the bill, relating to furloughs, permanent and temporary salary reductions, etc., the committee of conference have reached no agreement.

Amendments Nos. 165, 166, and 167: These amendments make changes in section and title numbers. The House recedes.

Amendment No. 168: This amendment makes the provisions of part 2 of the legislative appropriation act applicable to the appropriations available for the fiscal year 1959, whether contained in the legislative appropriation act or in acts prior or subsequent to the date of the approval of such act. The House recedes.

H. B. SCUDDER (except
as to amendment No. 19),

JOHN F. KENNEDY,
HARRY R. SHEPPARD,

Managers on the Part of the House.

³ Note use of roman semicolon.

⁴ Names of House Members print first in a conference report printed as a House report.

⁵ Statement of managers begins new page.

[Conference reports in Senate are printed as Senate documents. Note the following form:]

85TH CONGRESS <i>2d Session</i>	}	SENATE	{	DOCUMENT No. 79
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AGRICULTURE APPROPRIATION BILL, 1944

Mr. RUSSELL,¹ from the committee of conference, submitted² the following

CONFERENCE REPORT ON THE BILL (H.R. 7912) MAKING APPROPRIATIONS FOR THE DEPARTMENT OF AGRICULTURE FOR THE FISCAL YEAR ENDING JUNE 30, 1959

APRIL 5 (legislative day, APRIL 4), 1958.—Ordered to be printed

The committee of conference on the disagreeing votes of the two Houses on the amendments of the Senate to the bill (H.R. 7912) making appropriations for the Department of Agriculture for the fiscal year ending June 30, 1959, and for other purposes, having met, after full and free conference, have agreed to recommend and do recommend to their respective Houses as follows:

That the Senate recede from its amendments numbered 41 and 45.

That the House recede from its disagreement to the amendments of the Senate numbered 2, 3, 4, and 5, and agree to the same.

Amendment numbered 1:

That the House recede from its disagreement to the amendment of the Senate numbered 1, and agree to the same as follows:

Restore the matter stricken out by said amendment, amended to read as follows:

Public Resolution Numbered 9, Fifty-eighth Congress, first session, approved March 14, 1904 (U.S.C., title 44, sec. 290), is hereby amended by striking out all after the resolving clause and inserting in lieu thereof the following:

And the Senate agree to the same.

R. B. RUSSELL, Jr.,
CARL HAYDEN,
JOHN G. TOWNSEND, Jr.,
Managers on the Part of the Senate.
J. P. BUCHANAN,
JOHN TABER,
Managers on the Part of the House.

¹ Names of Senate Members print first in a conference report printed as a Senate document.

² The above form (using *presented* instead of *submitted*) will be followed in Senate documents other than conference reports when no title page is called for.

85TH CONGRESS } HOUSE OF REPRESENTATIVES { DOCUMENT
 2d Session } { No. 276

MERRIMACK RIVER, MASS.

LETTER

FROM

THE SECRETARY OF THE ARMY

TRANSMITTING

PURSUANT TO LAW, A REPORT FROM THE CHIEF OF ENGINEERS
 COVERING NAVIGATION, FLOOD CONTROL, POWER DEVELOP-
 MENT, AND IRRIGATION ON THE MERRIMACK RIVER, MASS.

MARCH 17, 1958.—Referred to the Committee on Public Works and ordered to be
 printed, with 15 illustrations

LETTER OF TRANSMITTAL

DEPARTMENT OF THE ARMY,
 Washington, March 17, 1958.

The SPEAKER OF THE HOUSE OF REPRESENTATIVES.

DEAR MR. SPEAKER: I am transmitting herewith a report dated
 March 15, 1958, from the Chief of Engineers, etc.

Sincerely yours,

FRANK PACE, Jr.,
 Secretary of the Army.

DEPARTMENT OF THE ARMY,
 OFFICE OF THE CHIEF OF ENGINEERS,
 Washington, March 15, 1958.

Subject: Report on Merrimack River, Mass.

To: The Secretary of the Army.

1. I submit for transmission to Congress my report, with accom-
 panying papers and illustrations, on the Merrimack River, Mass.,
 made, etc.

EUGENE REYBOLD,
 Major General, Chief of Engineers.

85TH CONGRESS }
 2d Session }

SENATE

{ DOCUMENT
 No. 2

WILLIAM W. DANENHOWER, JR.

LETTER FROM THE ASSISTANT CLERK OF THE COURT OF CLAIMS,
 TRANSMITTING A COPY OF THE FINDINGS OF THE COURT IN
 THE CASE OF ESTATE OF WILLIAM W. DANENHOWER, JR.,
 AGAINST THE UNITED STATES

APRIL 14, 1958.—Referred to the Committee on the Judiciary and ordered to be
 printed¹

COURT OF CLAIMS, CLERK'S OFFICE,
 Washington, April 11, 1958.

The Honorable the PRESIDENT OF THE SENATE.

SIR: Pursuant to the order of the court, I transmit herewith a
 certified copy of the findings of fact and conclusion filed by, etc.

I am, very respectfully, yours,

JOHN W. TAYLOR,
Assistant Clerk, Court of Claims.

[Court of Claims of the United States. No. 17319, Congressional. *William W. Danenhowe, Jr. v. The United States*]

STATEMENT

This is a claim for damages to business property belonging to claimant arising out of the changes in the grades of certain avenues in Washington City, D.C., and the relocation of its tracks by a railroad company under an act of Congress.

The bill reads:

"That the Secretary of the Treasury is hereby authorized and directed to pay to, etc., in pursuance to the Act of Congress approved February 12, 1901 (31 Stat. L., p. 774), and Acts supplemental thereto."

FINDINGS OF FACT

I. The actual damages caused by depreciation in value of claimant's property in the fall of 1903, due to changes in the grades of New Jersey and Virginia Avenues, etc.

CONCLUSION

The court, as a conclusion, states that the foregoing findings of fact show the nature and character of the demand. Whether the same shall be paid rests in the discretion of Congress.

Filed March 28, 1952.

A true copy.

Testified to this April 11, 1952.

[SEAL]

JOHN W. TAYLOR,
Assistant Clerk, Court of Claims.

¹ Must be set as written. If illustrations accompany copy and are not ordered to be printed, do not add *with illustrations*. Return copy to Superintendent of Composition.

[Court of Claims. French spoliations. Act of Jan. 20, 1885; 23 Stat. L. 283. Ship *Glasgow*. M. Alcorn, master]

No. of
case

Claimant

1806. Horace E. Hayden, administrator de bonis non of the estate of David H. Conyngham, surviving partner of the firm of Conyngham, etc.

On May 29, 1932, the United States Senate, by resolution, referred to the court under the act of March 3, 1887, a bill in the following words:

"[S. 2951, 72d Cong., 2d sess.]

"A BILL For the relief of the State of Oregon

"Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the sum," etc.

Thereafter the claim was presented to the 50th and subsequent Congresses, and was transmitted to the court by resolution of the United States Senate, etc.

BY THE COURT.

Dated October 12, 1944.

DEFICIENCY ESTIMATES OF APPROPRIATIONS FOR THE
PAYMENT OF CLAIMS, DEPARTMENT OF THE NAVY

COMMUNICATION

FROM

THE PRESIDENT OF THE UNITED STATES

TRANSMITTING

TWO DEFICIENCY ESTIMATES OF APPROPRIATIONS FOR THE DEPARTMENT OF THE NAVY FOR THE FISCAL YEARS 1958 AND 1959, FOR THE PAYMENT OF CLAIMS SETTLEMENTS REPORTED BY THE GENERAL ACCOUNTING OFFICE AS CHARGEABLE TO APPROPRIATIONS WHICH ARE EXHAUSTED, TOGETHER WITH TWO PROVISIONS AFFECTING EXISTING APPROPRIATIONS FOR THE FISCAL YEAR 1958

MAY 13, 1958.—Referred to the Committee on Appropriations and ordered to be printed

THE WHITE HOUSE,
Washington, May 12, 1958.

THE SPEAKER OF THE HOUSE OF REPRESENTATIVES.

SIR: I have the honor to transmit herewith for the consideration of Congress two deficiency estimates of appropriations for the Department of the Navy for the fiscal years 1958 and 1959, amounting in all to \$1,543.11, for the payment of claims settlements reported by the General Accounting Office as chargeable to appropriations which are exhausted, together with two provisions affecting existing appropriations for the fiscal year 1958.

The details of these estimates, and the provisions affecting existing appropriations, the necessity therefor, and the reasons for their transmission at this time are set forth in the letter of the Director of the Bureau of the Budget, transmitted herewith, with whose comments and observations thereon I concur.

Respectfully,

HARRY S. TRUMAN.

VETO MESSAGE

82^d CONGRESS } HOUSE OF REPRESENTATIVES { DOCUMENT
 1st Session } } No. 217

GEORGE H. WHIKE CONSTRUCTION CO.

MESSAGE

FROM

THE PRESIDENT OF THE UNITED STATES

RETURNING

WITHOUT APPROVAL THE BILL (H. R.¹ 3002) FOR THE RELIEF OF
 GEORGE H. WHIKE CONSTRUCTION CO.

AUGUST 6, 1951.—Referred to the Committee on the Judiciary and ordered to be
 printed

*To the House of Representatives:*²

I return herewith, without my approval, H. R. 3002, for the relief of George H. Whike Construction Co.

The bill proposes an appropriation of \$14,483.45 in payment of a claim asserted by the George H. Whike Construction Co. against the United States for losses in performing a construction contract between the claimant and the Federal Public Housing Authority. The contractor maintains that these losses resulted from the operation of Executive Order 9301. This order, changing the workweek from 40 hours to 48 hours, was issued at or about the time the contract in question was let. The order was made effective in Canton, Ohio, where the contract was being performed, some months after the work was started.

The legislative history of this case reveals a number of disputed issues of fact as well as involved questions of law. It seems to me that these issues and questions can best be resolved by the courts. This is the course which generally has been taken by other contractors who, like the present company, claimed losses in the performance of Government contracts because of the impact of Executive Order

¹ If "S." appears in copy, because corresponding Senate bill is used, follow.

² In House bills in the Senate, the salutation "*To the Senate:*" is used.

9301 and directives of the War Manpower Commission issued thereunder. If this case is tried in the courts, as I believe it should be, not only will there be the assurance that comes with judicial review, but the criticism will be avoided that this claimant has been given more favorable treatment than that accorded other contractors who were adversely affected by the longer workweek.

While I have felt obliged for these reasons to withhold my approval of H.R. 3002, I would be willing to approve a measure authorizing the Court of Claims to adjudicate the suit of this claimant.

HARRY S. TRUMAN.

THE WHITE HOUSE, *August 6, 1951.*

H.R. 3002³

EIGHTY-SECOND CONGRESS OF THE UNITED STATES OF AMERICA, AT THE FIRST SESSION, BEGUN AND HELD AT THE CITY OF WASHINGTON ON WEDNESDAY, THE THIRD DAY OF JANUARY, ONE THOUSAND NINE HUNDRED AND FIFTY-ONE

AN ACT For the relief of George H. White Construction Company.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Secretary of the Treasury be, and he is hereby, authorized and directed to pay, out of any money in the Treasury not otherwise appropriated, the sum of \$14,483.45, to George H. White Construction Company, of Canton, Ohio, in full settlement of all claims against the United States for losses sustained on Jackson Park homes project contract numbered OH 33037, Canton, Ohio, as the result of Executive Order 9301 which changed the workweek from forty hours to forty-eight hours on same date (February 11, 1943) that such contract was signed: *Provided,* That no part of the amount appropriated in this Act in excess of 10 per centum thereof shall be paid or delivered to or received by any agent or attorney on account of services rendered in connection with this claim, and the same shall be unlawful, any contract to the contrary notwithstanding. Any person violating the provisions of this Act shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in any sum not exceeding \$1,000.

SAM RAYBURN,
Speaker of the House of Representatives.
ALBEN W. BARKLEY,
*Vice President of the United States and
President of the Senate.*

[Endorsement on back of bill:]

I certify that this Act originated in the House of Representatives.

RALPH R. ROBERTS, *Clerk.*

³ Bill style.

80TH CONGRESS } HOUSE OF REPRESENTATIVES { DOCUMENT
2d Session } { No. 734

URGENT NEEDS OF THE AMERICAN PEOPLE

ADDRESS

OF

THE PRESIDENT OF THE UNITED STATES

DELIVERED

BEFORE A JOINT SESSION OF THE SENATE AND THE HOUSE OF REPRESENTATIVES, RECOMMENDING LEGISLATION TO CHECK INFLATION AND THE RISING COST OF LIVING AND TO MEET THE ACUTE HOUSING SHORTAGE

JULY 27, 1948.—Referred to the Committee of the Whole House on the State of the Union and ordered to be printed

MR. PRESIDENT, MR. SPEAKER, MEMBERS OF THE 80TH CONGRESS:

The urgent needs of the American people require our presence here today.

Our people demand legislative action by their Government to do two things: First, to check inflation and the rising cost of living and, second, to help in meeting the acute housing shortage.

SAMPLES OF ESTIMATES IN TABULAR FORM

BUREAU OF NAVIGATION

Transportation and recruiting, Bureau of Navigation, 1944----- \$246. 06

This estimate of appropriation is to provide for payment of claims approved by the General Accounting Office, as per certificates of settlement Nos. 0255663, 0257111, 0264632, 0272207, and T-73602.

Deficiency estimates of appropriations required for the service of the fiscal years ending June 30, 1950 and 1951, by the Department of the Navy

Detailed objects of expenditure	Total amount to be appropriated under each head of appropriation	Amount appropriated for the fiscal year for which the appropriation is requested
BUREAU OF NAVIGATION		
Transportation and recruiting, Bureau of Navigation: For travel allowance, etc., including the same objects specified under this head in the Naval Appropriation Act for the fiscal year 1951 (act July 1, 1922, vol. 42, p. 790) ----	\$246. 06	\$4, 151, 775. 00
BUREAU OF SUPPLIES AND ACCOUNTS		
Maintenance, Bureau of Supplies and Accounts: For fuel; the removal and transportation of ashes and garbage from ships of war; books, blanks, stationery, etc., including the same objects specified under this head in the act making appropriations for the Department of the Navy and the naval service for the fiscal year 1951 (acts May 21, 1926, vol. 44, p. 604; Mar. 25, 1930, vol. 46, p. 111; July 3, 1930, vol. 46, pp. 851, 883; Mar. 4, 1932, vol. 46, p. 1576) -----	1, 297. 05	9, 536, 888. 35
Total, Department of the Navy -----	1, 543. 11	-----

DEPARTMENT OF STATE

AMERICAN SECTIONS, INTERNATIONAL COMMISSIONS

Budget page	Heading	Original estimate	Change to--	Increase
770	American sections, international commissions ----- (Delete first paragraph under this heading and insert in lieu thereof the following: For expenses necessary to enable the President to perform the obligations of the United States pursuant to conventions between the United States and Canada signed May 26, 1930 (50 Stat. 1355), and January 29, 1937 (50 Stat. 1351), [and] treaties between the United States and Great Britain, in respect to Canada, signed January 11, 1909 (36 Stat. 2448), and February 24, 1925 (44 Stat. 2102), <i>the treaty between the United States and Canada signed February 27, 1950, and convention between the United States and Costa Rica signed May 31, 1949</i> , including [personal services in the District of Columbia;] stenographic reporting services by contract; [printing and binding;] hire of passenger motor vehicles.	\$370,000	\$990,000	\$120,000

DRAFT OF A PROPOSED PROVISION PERTAINING TO THE APPROPRIATION "PAY, SUBSISTENCE, AND TRANSPORTATION, NAVY," FISCAL YEAR 1944

The appropriation "Pay, subsistence, and transportation, Navy," fiscal year 1944, is hereby made available for payment to James P. Sloan gratuity in the amount of \$324, on account of the death of his son, Andrew Jarvis Sloan, who was killed in line of duty on board the U.S.S. *Mississippi* on June 12, 1927, as authorized by the act approved June 11, 1930 (46 Stat. pt. 2, p. 253).

SAMPLE OF STYLE FOR LAWS

Public Law 85-879
85th Congress, H.R. 7544
September 2, 1958

AN ACT

72 Stat. 1702.

To amend the Act entitled "An Act to recognize the high public service rendered by Major Walter Reed and those associated with him in the discovery of the cause and means of transmission of yellow fever", approved February 28, 1929, by including therein the name of Roger P. Ames.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Act entitled "An Act to recognize the high public service rendered by Major Walter Reed and those associated with him in the discovery of the cause and means of transmission of yellow fever", approved February 28, 1929 (45 Stat. 1409), is amended by inserting after "Aristides Agramonte," the first time it appears in such Act the following: "Roger P. Ames,"

Approved September 2, 1958.

SAMPLE OF PROCLAMATION DATE

[The following paragraph shows the manner of dating proclamations and other Executive documents. Note capitalization and punctuation.]

Done at the city of Washington this 12th day of September, in the year of our Lord nineteen hundred and fifty-one, and of the independence of the United States of America the one hundred and seventy-sixth.

SAMPLE OF PAGE 1 IN HEARINGS

INVESTIGATION OF UN-AMERICAN PROPAGANDA ACTIVITIES IN THE UNITED STATES

MONDAY, NOVEMBER 29, 1943

HOUSE OF REPRESENTATIVES,
SUBCOMMITTEE OF THE SPECIAL COMMITTEE
TO INVESTIGATE UN-AMERICAN ACTIVITIES,
Washington, D.C.

The subcommittee met at 10:30 a.m., Hon. John M. Costello (chairman) presiding.

Present: Hon. Herman P. Eberharter, Pennsylvania; Hon. Karl E. Mundt, South Dakota; Robert E. Stripling, chief investigator.

SECOND SUPPLEMENTAL APPROPRIATION BILL FOR 1951¹

SUBCOMMITTEE ON LABOR-FEDERAL SECURITY APPROPRIATIONS

JOHN E. FOGARTY, Rhode Island, Chairman
 E. H. HEDRICK, West Virginia FRANK B. KEEFE, Wisconsin
 CHRISTOPHER C. McGRATH, ERRETT P. SCRIVNER, Kansas
 New York H. CARL ANDERSEN, Minnesota

TUESDAY, DECEMBER 5, 1950.

FEDERAL SECURITY AGENCY

PUBLIC HEALTH SERVICE

WITNESSES

DR. LEONARD SCHEELE, SURGEON GENERAL
 DR. NORMAN TOPPING, ASSOCIATE DIRECTOR, NATIONAL INSTITUTE OF HEALTH

PROGRAMS OF RESEARCH CONTEMPLATED AND NEEDED UNDER PUBLIC LAW 692

Mr. FOGARTY. The committee will come to order. The committee has before it this afternoon Dr. Scheele, of the Public Health Service, and some of his assistants.

TREASURY AND POST OFFICE DEPARTMENTS APPROPRIATIONS, 1951

WEDNESDAY, JANUARY 25, 1950

U.S. SENATE,
 SUBCOMMITTEE OF THE COMMITTEE ON APPROPRIATIONS,
Washington, D.C.

The subcommittee met at 2:30 p.m., pursuant to call, in the Senate Appropriations Committee room, the Capitol, Hon. Burnet R. Maybank (chairman of the subcommittee) presiding.

Present: Senators Maybank, Hayden, McClellan, McKellar, Robertson, Cordon, and Saltonstall.

TREASURY DEPARTMENT

STATEMENT OF HON. JOHN W. SNYDER, SECRETARY OF THE
 TREASURY, ACCOMPANIED BY EDWARD F. BARTELT, FISCAL
 ASSISTANT SECRETARY OF THE TREASURY

DISCUSSION OF PROCEDURE IN HEARING

Senator MAYBANK. The committee will come to order, please.

Mr. Secretary, will you proceed? Would you prefer to read your statement?

¹ This style for House appropriation hearings only.

SAMPLE OF TITLE PAGE--HEARING

[Follow this series of type]

[Cheltenham Bold]

HEARING¹

[Case 125]

BEFORE _____

[6-pt. caps]

SUBCOMMITTEE OF THE

[Case 90]

COMMITTEE ON _____

[Case 91]

UNITED STATES SENATE

[Case 91]

EIGHTY-FIFTH CONGRESS

[10-pt. caps]

SECOND SESSION

[8-pt. caps]

ON

[6-pt. caps]

S. 0000

[Case 225]

A BILL (give full title)

[8-pt. caps]

[8-pt. caps]

Printed for the use of the Committee on _____

U.S. GOVERNMENT PRINTING OFFICE
WASHINGTON : 1958

[Personnel of committee to
appear on back of title]

¹ Same style for House of Representatives, except appropriation bills, sample of which is on p. 374.

SAMPLE OF TITLE PAGE—HEARING

[Follow this series of type]

INTERIOR DEPARTMENT APPROPRIATION BILL FOR 1959

HEARINGS

BEFORE A

SUBCOMMITTEE OF THE COMMITTEE ON APPROPRIATIONS UNITED STATES SENATE

EIGHTY-FIFTH CONGRESS

SECOND SESSION

ON

H.R. 9621, H.R. 9622, H.R. 9623, H.R. 9624
H.R. 9625, H.R. 7685

BILLS MAKING APPROPRIATIONS FOR THE DEPARTMENT
OF THE INTERIOR FOR THE FISCAL YEAR ENDING
JUNE 30, 1959, AND FOR OTHER PURPOSES

Printed for the use of the Committee on Appropriations



25. FOREIGN LANGUAGES

[Revised for this edition by committee consisting of GEORGE L. TRAGER, Director of Linguistic Research, Foreign Service Institute, Department of State, chairman; JOHN G. MUTZIGER, Chief of Linguistics Section, U. S. Board on Geographic Names; and HENRY L. SMITH, Jr., Director of School of Languages and Linguistics, Foreign Service Institute, Department of State]

PURPOSE AND PLAN

The purpose of this section of the *STYLE MANUAL* is to provide a guide to the typography of the more important languages handled in this Office.

It has been designed to answer the needs of two categories of users:

1. Those who have very little or no knowledge at all of a language but seek to become more competent in following copy and syllabifying with at least a passing degree of accuracy; and

2. Those who have an academic knowledge of a language but lack the practical information belonging to the special field of typography, complete guidance to which is procurable only from advanced and foreign works.

To answer the needs of the former, there is presented first a sample of the language as it looks in print, followed by an adequate display of the alphabet and a helpful paragraph on special characters. This will be found fully adequate, for all practical purposes, to enable printers to follow copy competently, even though with but literal accuracy.

There is also included a brief discussion of pronunciation, so far as this can be described without special technical phonetic data, as a basis for the rules for syllabifying words in printing.

The rules for syllabifying follow, and these were formulated so that with the aid of the first four rules, which require no further knowledge of the language, a printer can syllabify with at least an 80-percent accuracy. The application of the remaining rules may require a further knowledge of the language, but these are intended essentially for the second category of users.

To answer the needs of this category fully, the rules for syllabifying are presented with utmost comprehensiveness, so that they cover all possible problems that may be encountered; and subjoined is also a selected list of illustrative word divisions, which may be used either for further study or reference. Other useful data on typography and bibliography are also included.

Dictionaries of languages other than English rarely show syllable division. This is due in part to the fact that many spelling systems are less complex than that of English, and therefore make it easier to divide words in writing according to the spoken syllable divisions. The rules stated in the following sections are intended to be summaries of the procedures actually followed by printers native to the languages.

DANISH

Efterhaanden har de fleste officielle myndigheder faact overladt tjenestevogne, oftest endda med chauffør og ikke sjældent uden at en vogn rent umiddelbart synes nødvendig for vedkommende myndigheds personer. Hvorfor har Kongens foged ikke faact udleveret tjenestevogn endnu?—Politiken, København. den 17 august 1951.

Alphabet and pronunciation

A	a	long: <i>a</i> in man; short: <i>a</i> in hat, and before or after <i>r</i> like <i>a</i> in father, but shorter
B	b	<i>b</i>
C	c	<i>s</i> in so before <i>e</i> , <i>i</i> , <i>y</i> , <i>æ</i> ; before <i>a</i> , <i>o</i> , <i>u</i> , or consonant, like <i>k</i> , and now generally written <i>k</i> ; <i>ch</i> like <i>sh</i> , or rarely like <i>k</i> ; now generally written <i>k</i> ; sometimes as though written <i>tj</i> ; combination <i>ci</i> before vowel, like <i>sh</i> ; letter <i>c</i> occurs only in foreign words
D	d	<i>d</i> at beginning of words; between vowel and unstressed <i>e</i> , between vowel and <i>j</i> , <i>l</i> , <i>m</i> , <i>n</i> , or <i>r</i> , and in final position, like <i>th</i> in father; silent before <i>s</i> or <i>t</i> , as well as in combination <i>nd</i> and <i>ld</i> in final position and before unstressed <i>e</i> ; often silent after <i>r</i> and at end of words
E	e	long: like <i>a</i> in care; short, stressed: like <i>e</i> in met; often like <i>e</i> in met, but tending toward <i>i</i> in pit; before <i>r</i> , like <i>a</i> in hat; before <i>g</i> or <i>j</i> , usually like <i>a</i> in hat; in word <i>de</i> , like <i>ee</i> in meet, but shorter; in unstressed syllables, like <i>a</i> in sofa; generally silent before <i>n</i>
F	f	<i>f</i>
G	g	<i>g</i> in go initially and before <i>t</i> ; between vowel (or sometimes consonant) and unstressed <i>e</i> , at end of word, and between vowel and consonant other than <i>t</i> , it has sound which may be made by trying to pronounce <i>g</i> in go without making contact between tongue and roof of mouth
H	h	<i>h</i> ; silent before <i>j</i> or <i>v</i>
I	i	long: <i>ee</i> in meet; short: <i>ee</i> in meet, but shorter; often like <i>e</i> in met, but tending toward <i>i</i> in bit
J	j	<i>y</i> in yes; silent (and now generally no longer written) after <i>g</i> or <i>k</i> followed by front vowel; in French words, like <i>sh</i>
K	k	<i>k</i>
L	l	<i>ll</i> in million
M	m	<i>m</i>
N	n	<i>n</i> ; combination <i>ng</i> , like <i>ng</i> in singer; combination <i>nk</i> , like <i>ng</i> in finger
O	o	long: <i>o</i> in go; short: <i>o</i> in November; often like <i>aw</i> in law, but shorter
P	p	<i>p</i> ; combination <i>ph</i> in foreign words, like <i>f</i> , and now usually written <i>f</i>
Q	q	always followed by <i>v</i> (or <i>u</i>), combination being pronounced, and now usually written, <i>kv</i> ; occurs only in foreign words

R	r	sound made by scraping of air between back of tongue and roof of mouth, as in French; after vowel, its sound assumes quality of vowel
S	s	s in sing; combination <i>ss</i> , and in foreign words <i>sc</i> , like <i>s</i> in sing; combination <i>sj</i> , like <i>sh</i> ; followed by <i>i</i> plus another vowel, like <i>sh</i> ; in foreign words, <i>sch</i> and <i>sh</i> are pronounced like <i>sh</i>
T	t	<i>t</i> , at beginning of word; silent in word <i>det</i> and in ending <i>et</i> when unstressed; followed by <i>i</i> plus another vowel, like <i>sh</i>
U	u	long: <i>oo</i> in food; short: <i>oo</i> in good; often like <i>o</i> in go, but shorter
V	v	<i>v</i> , before vowel or <i>r</i> and after long vowel; after short vowel, like <i>oo</i> in food; often silent after <i>l</i>
W	w	<i>v</i> ; in foreign words only
X	x	<i>ks</i> , or at beginning of words, like <i>s</i> in sing; now only in foreign words
Y	y	long: <i>ee</i> in meet, but with lips rounded as in pronouncing <i>oo</i> in food; resembles (long) German <i>ü</i> , French <i>u</i> ; short: <i>ee</i> in meet, but shorter, and with lips rounded as in pronouncing <i>oo</i> in food; resembles (short) German <i>ü</i> , French <i>u</i>
Z	z	<i>s</i> in sing; occurs only in foreign words
Æ	æ	long: <i>e</i> in met, but longer; short: <i>e</i> in met; before or after <i>r</i> , like <i>a</i> in hat; formerly sometimes written <i>ä</i> ; in handwriting, usually <i>æ</i>
Ø	ø	<i>a</i> in care, but with lips rounded as in pronouncing <i>oo</i> in food; resembles (long) German <i>ö</i> , French <i>eu</i> ; formerly sometimes written <i>ö</i>
Å	å	long: <i>aw</i> in law, but tending toward <i>o</i> in go; short: <i>aw</i> in law, but shorter, and tending toward <i>o</i> in go; formerly written <i>aa</i> , and still so written by many (as in the sample of the language at top of p. 376)

Special characters

Danish uses the Latin alphabet with the addition of the following special characters: Æ æ, Ø ø, and Å å.

The *c*, *q*, *w*, *x*, and *z* are used in words of foreign origin and in proper names.

Until quite recently, *aa* was written for *å*, and in dictionaries, indexes, telephone directories, etc., was found either preceding *a* or following it. Now the tendency is to place it at the end of the alphabet. The letter *w* is often regarded as a mere variant writing for *v*, and in dictionaries, etc., the *w*'s are then found interspersed with the *v*'s; otherwise, *w* follows *v*.

Fraktur type (German text) is scarcely in use today.

Vowels and consonants

The vowels are *a*, *e*, *i*, *o*, *u*, *y*, *æ*, *ø*, and *å*; the back vowels being *a*, *o*, *u*, and *å*; the front vowels *e*, *i*, *y*, *æ*, and *ø*. The other letters of the alphabet are consonants.

Combinations of vowel sounds (diphthongs)

aj (formerly *ai*) as *ai* in aisle
au (*av*) as *ou* in house
eg as *ey* in grey
ej (formerly *ei*) as *ey* in grey
eu (*ev*) as *e* in met plus *u*
iv as *ee* in meet plus *u*
oi as *oy* in boy

ou as *oo* in food
ov as *o* in go
yv as (Danish) *y* plus *u*
æv as *e* in met plus *u*
øq as *oy* in boy
øj (formerly *øi*) as *oy* in boy
øv as *ø* plus *u*

Combinations of consonantal letters (digraphs)

ch as *tj* or *sj* or *k*, depending on language of origin
cz as *tj* or *ts*, depending on language of origin
hj as *j*
hv as *v*
ng see under *n* in Alphabet and pronunciation
ph as *f*

ps as *s*
qv as *kv*
sc as *s*
sch as *sj*
sh as *sj*
sj see under *s* in Alphabet and pronunciation
th as *t*
wh as *v*

Consonantal units

Includes all the combinations given under Combinations of consonantal letters (digraphs) and the following: *gj*, *kj*, *kl*, *kv*, *lj*, *sk*, *skj*, *sp*, *spr*, *st*, *str*, and *sv*.

Rules for syllabification

1. Diphthongs, digraphs, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *Ba-lance*, *Hvi-sken*, *Hu-stru*, *Bøj-ning*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *Af-ten*, *dan-ske*, *sek-sten*, *tjenst-ig*, *blom-stre*.
4. Division may be made between two vowels not constituting a diphthong or between a diphthong and a vowel: *Fri-er*, *Lej-er*.
5. Certain adverbial prefixes are kept intact. These are: *ad*, *af*, *an*, *bag*, *be*, *bi*, *bort*, *efter*, *er*, *for*, *fra*, *frem*, *ge*, *in*, *ind*, *med*, *mis*, *ned*, *om*, *op*, *over*, *pa*, *til*, *ud*, *ude*, *und*, *under*, and *ved*: *ad-splitte*, *Af-drift*, *An-drag*, *Bag-slag*, etc.
6. Certain suffixes are kept intact. These are: *agtig*, *artig*, *hed*, and *inde*: *barn-agtig*, *egen-artig*, *Mat-hed*, *Mester-inde*.
7. Compound words are divided according to their component parts (and each part according to rules 1 to 6), the compounding *s*, if used, going with the preceding component: *Aften-avis*, *Aften-blad*, *Aftens-tid*.
8. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *Pa-triot*, *me-trisk*, *Repu-blik*, *eks-trem*, *Post-skriftum*, *Shake-speare*, *Wash-ington*. Under this rule are also included scientific and technical words, which editors prefer to treat etymologically: *Hemi-sfære*, *Dia-gnose*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

af-bræk-ke	(5, 3)	ned-sla-gen	(5, 2)
ame-ri-kan-ske	(2, 2, 3)	om-ar-bej-de	(5, 3, 2)
An-dra-gen-de	(5, 2, 3)	op-hæn-ge	(5, 3)
Ar-kæ-o-lo-gi	(3, 4, 2, 2)	Over-ens-komst	(5, 7)
Be-skæf-ti-gel-se	(5, 3, 2, 3)	på-dra-ge	(5, 2)
der-ef-ter	(7, 3)	på-gjæl-øe	(5, 3)
egen-ar-tig	(6, 3)	pa-ra-graf	(2, 8)
Eks-a-men	(8, 2)	pa-tri-o-ti-ske	(8, 4, 2, 2)
Eks-em-plar	(8, 8)	Re-gje-ring	(2, 2)
en-gel-ske	(3, 3)	Re-pre-sen-ta-tion	(8, 2, 3, 2)
Er-ind-ring	(5, 3)	Re-pu-blik	(2, 8)
eu-ro-pæ-i-ske	(2, 2, 4, 2)	re-pu-bli-ka-ni-ske	(2, 8, 2, 2, 2)
for-en-te	(5, 3)	sam-men-brin-ge	(3, 7, 3)
gjen-gjæl-de	(3, 3)	Selv-an-kla-ge	(7, 5, 2)
Halv-å-rig	(7, 2)	Ska-des-er-stat-ning	(2, 7, 3, 3)
hin-an-den	(7, 3)	Stats-for-fat-ning	(7, 3, 3)
Ind-plan-te	(5, 3)	sy-ste-ma-tisk	(2, 2, 2)
in-ter-es-sant	(3, 8, 3)	Ti-den-de	(2, 3)
ka-mou-fla-ge	(2, 8, 2)	Tids-reg-ning	(7, 3)
Kjends-gjer-ning	(7, 3)	Tids-skrif-te	(7, 3)
mid-ship-mand	(8, 3)	til-græn-sen-de	(5, 3, 3)
Mis-tviv-le	(5, 3)	Ti-pfen-nig	(7, 3)

Illustrative word divisions—Continued

tjenst-skyld-dig	(7, 3)	uor-dent-lig	(3, 3)
tre-å-rig	(7, 2)	uret-mæs-sig	(3, 3)
ty-de-lig	(2, 2)	uvil-kår-lig	(3, 3)
Ud-ar-bej-de	(5, 3, 2)	Vå-ben-ø-vel-se	(2, 7, 2, 3)
Ude-stå-en-de	(5, 4, 3)	Ved-bli-ven	(5, 2)
Und-dra-ge	(5, 2)	vel-ær-ver-dig	(7, 3, 3)
Un-der-of-fi-cer	(3, 5, 3, 2)	Yt-rings-fri-hed	(3, 7, 6)
un-der-skri-ve	(3, 5, 2)	Ærg-rel-se	(3, 3)
Und-skyld-ning	(5, 3)	øn-ske-lig	(3, 2)

Stress and diacritics

Most words are stressed on the first syllable, except when they begin with a prefix such as *be-*, *er-*, *for-*, *ge-*, in which case the following syllable is stressed. Foreign words, especially those of French origin, are usually accented on the last, or next to the last, syllable. In compound words, the first component receives the primary stress; the second receives secondary stress.

In stressed syllables, vowels are generally long before one consonant or none, and short before two or more consonants. There are, however, many exceptions, especially in that a long vowel is often found before two or more consonants. Some monosyllables, which are generally weakly stressed in the sentence, are short, even when they end in a vowel or single consonant.

In unstressed syllables, the vowel is always short. If a word, having, when it stands alone, a long vowel, occurs unstressed in a spoken sentence, the vowel in question is pronounced short.

Characteristic of Danish is an unwritten sound, called the *stød*, or glottal stop; i. e., a closure of the vocal cords, followed by a sudden opening of them. The sound, resembling a slight cough, occurs often in English before stressed vowels, but speakers of English are scarcely aware of it.

The *stød* occurs only in stressed syllables. It is used both after vowels and after voiced consonants following a vowel. It does not occur in a word or syllable which is made up of a short vowel followed by one or more of the consonants *p*, *b*, *t*, *d*, *k*, *g*, *f*, or *s*, nor in any word or syllable ending in a short vowel. It is also usually absent from the first part of compound words, even where the uncompounded form would have a *stød*. Otherwise, the *stød* is found in all monosyllables and in some polysyllables, especially foreign loanwords. It is also found in polysyllabic second members of compounds, even where, uncompounded, the word would have no *stød*.

However, the presence or absence of the *stød* cannot be determined from the written form of the word, but must be known for each word itself, and even for each form of the word. A word which is pronounced with a *stød* when stressed may lose it if it is weakly stressed in a sentence.

With the exception of *ǿ*, *ǻ* (variants for *ø*), and *ø* (variant for *ø*), diacritics are used only in foreign loanwords and in certain proper names.

Capitalization

Capitalization is as in English, except that the pronouns *De*, *Dem*, and *Deres* are capitalized, as is the familiar form of the pronoun *I*. Until recently, all nouns were capitalized, as in German. Proper adjectives are lowercased.

Punctuation

Punctuation is practically the same as in English, except that all dependent clauses are set off by commas.

Abbreviations

Adrs.	Adresse, address, c/o	Hds. M.	Hendes Majestæt, Her Maj- esty
afs.	afsender, sender	Hr.	Herr, sir, Mr.
ang.	angående, concerning	if.	ifølge, according to
Anm.	Anmærkning, remark, ob- servation	jf., jfr.	jevnfør, compare
A/S	Aktieselskab, joint-stock company	kap.	kapitel, chapter
b., bd.	bind, volume, volumes	kgl.	kongelig, royal
bl. a.	blandt andet, blandt an- dre, among other things, or others	kl.	klokken, o'clock; klasse, class
d.	død, dead	Kpt.	Kaptejn, captain
d. Å.	dette År, this year	kr.	krone, crown; kroner, crowns (coin)
d. d.	dags dato, the date of the day, this day	m. a. o.	med andre ord, in other words
d. m.	denne måned, this month	m. fl.	med flere, with others, and others
Dr.	Doktor, doctor	m. h. t.	med hensyn til, with re- gard to
d. v. s.	det vil sige, that is, that is to say	m. m.	med mere, et cetera, and more, and so forth
eks.	eksempel, example (illus- tration), e. g.	N. B.	nota bene, mark (notice) well
e. m.	eftermiddag, afternoon, p. m.	N. N.	nomen nescio, Mr. * * *, Mr. such a one
etc.	et cetera, et cetera	Nr.	number, number
f.	født, born	obs.	observer, observe
f. Å.	forrige År, last year	o. s. v.	og saa videre, and so forth, etc.
f. eks.	for eksempel, for instance	p. s.	postskriptum, postscript
ff.	følgende, the following	R.	Ridder, knight
fhv.	forhenværende, former, late	Red.	Redaktør, editor
Fig.	Figur, figure	s.	side, page; sider, pages
f. m.	formiddag, forenoon, a. m.	s. d.	samme dato, same date
forf.	forfatter, author	sml.	sammenlign, compare
Frk.	Frøken, Miss	S. u.	Svar udbedes, an answer is requested
gl.	gammel, old	vedr.	vedrørende, concerning
H. M., } Hs. M. }	Hans Majestæt, His Maj- esty		

Cardinal numbers

en (een, et)	one	tyve	twenty
to	two	en og tyve, etc.	twenty-one, etc.
tre	three	tredive (tredve)	thirty
fire	four	fyrretyve (fyrre, fyre)	forty
fem	five	halvtre(d)sin(d)styve	fifty
seks	six	(halvtreds)	
syv	seven	tre(d)sin(d)styve (tres)	sixty
otte	eight	halvfjerdsindstyve	seventy
ni	nine	(halvfjerd)	
ti	ten	firsindstyve (firs)	eighty
elleve (elve)	eleven	halvfemsindstyve	ninety
tolv	twelve	(halvfems)	
tretten	thirteen	hundrede	hundred
fjorten	fourteen	hundrede og en, etc.	one hundred and one, etc.
femten	fifteen	tohundrede, etc.	two hundred, etc.
seksten	sixteen	tusind (e)	thousand
sytten	seventeen		
atten	eighteen		
nitten	nineteen		

Ordinal numbers

første	first	syttende	seventeenth
anden	second	attende	eighteenth
tredje	third	nittende	nineteenth
fjerde	fourth	tyvende	twentieth
femte	fifth	en og tyvende, etc.	twenty-first, etc.
sjette	sixth		
syvende	seventh	tredivte	thirtieth
ottende	eighth	fyrretyvende	fortieth
niende	ninth	halvtre(d)sindstyvende	fiftieth
tiende	tenth	tre(d)sindstyvende	sixtieth
ellefte (elvte)	eleventh	halvfjerdssindstyvende	seventieth
tolvte	twelfth	firsindstyvende	eightieth
trettende	thirteenth	halvfemsindstyvende	ninetieth
fjortende	fourteenth	hundrede og første, etc.	hundred and first, etc.
femtende	fifteenth		
sekstende	sixteenth		

NOTE.—Hundred(e) (100) and tusind(e) (1,000) have the same form for cardinals and ordinals.

Months

januar (jan.)	January	juli	July
februar (feb.)	February	august (aug.)	August
marts	March	september (sept.)	September
april (apr.)	April	oktober (okt.)	October
maj	May	november (nov.)	November
juni	June	december (dec.)	December

Days

søndag	Sunday	torsdag	Thursday
mandag	Monday	fredag	Friday
tirsdag	Tuesday	lørdag	Saturday
onsdag	Wednesday		

Seasons

forår	spring	efterår	autumn
sommer	summer	vinter	winter

Time

time	hour	måned	month
dag	day	aar	year
uge	week		

REFERENCES.—Henni Forchhammer, *How To Learn Danish* (1932); A. Arnholtz und C. A. Reinhold, *Einführung in das Dänische Lautsystem* (1936); Ingeborg Stemann, *Danish* (1938); G. Langenscheidt og H. Henningsen, *Lommeordbog Over det Danske og Tyske Sprog* (1941); Johs. Magnussen, *Otto Madsen og Herman Vinterberg, Dansk-Engelsk Ordbog* (1943); Jeannette Dearden and Karin Stig-Nielsen, *Spoken Danish* (1945).

DUTCH

Nu is het duidelijk, dat het duratieve aspect in de feitelijke handeling moeilijk tot zijn recht kan komen. Men kan wel stilstaan op een plaats, maar niet stilstaan in de tijd. De enige middelen, die hier practisch ten dienste staan, zijn de herhaling en de vertraging. Van beide vindt men in allerlei godsdienstige rituelen voorbeelden.—Held: *Magie, Hekserij en Toverij*, Groningen (1950), p. 10.

Alphabet and pronunciation

A	a	a in father, watch	O	o	o in often, low
B	b	b; p at end of words	P	p	p
C	c	k; s before e, i, y	Q	q	q
D	d	d; t at end of words	R	r	r
E	e	e in met; a in fate	S	s	s in sister
F	f	f	T	t	t
G	g	ch in German auch	U	u	u in sure; also almost like ee in eel or like French u or German ü
H	h	h	V	v	v; f at end of words
I	i	i in fit, police	W	w	w
J	j	y in yet; like English z in azure in some words	X	x	x
K	k	k	Y	y	i in fit
L	l	l	Z	z	z; s at end of words
M	m	m			
N	n	n			

Special characters

Dutch uses the Latin alphabet; and with the exception of the circumflex and acute accents, which it uses only to a small extent, it has no special characters.

The letters *ij* are treated like a ligature. When they begin a capitalized word, both letters must be uppercased, thus: *IJsland*, Iceland; *IJverig*, zealous.

Vowels and consonants

The vowel letters are *a, e, i, o, u*, and *y*; the remaining characters are all consonants. The so-called double vowels, *aa, ee, oo*, and *uu*, are merely lengthened sounds of their respective single forms; thus *aa* is like *aa* in Saar, *ee* like *e* in egg, *oo* like *o* in rose (never like *oo* in good), *uu* like *u* in sure. Double vowels are regarded by most grammarians as single characters rather than diphthongs.

Diphthongs

The diphthongs are pronounced approximately as follows:

ai as *ai* in aisle
au as *ou* in house
eeu as *a* in fate followed by French *u* or German *ü*
ei as *ai* in aisle
eu as *er* in her
ie as *ie* in pier

ieu as *eu* in reunion
ij as *ai* in aisle
oe as *oe* in shoe
oei as *uoy* in buoy
ooi as *oy* in annoy
ou as *ou* in house
ui as *urry* in furry

Digraphs

The digraphs and their sounds are:

ch like German *ch* ¹

ph as *f*

qu like English *qu*

sch as *s* plus *ch* or *s* ²

sj as *sh* in shall

th as *t*

Rules for syllabification

1. Double vowels, diphthongs, and digraphs may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant or a digraph: *le-ven, leu-gen, la-chen, vrou-wen, le-raar*.
3. In a group of two or more consonants, division is made before the last consonant or digraph: *heb-ben, amb-ten, man-che*; but if one of the consonants is *s* preceded by another consonant, the *s* goes over: *kor-sten, ern-stig, Pink-ster*.
4. Division may be made between two vowels not constituting a diphthong or between a diphthong and a vowel: *zaai-en, knie-ën, spi-on*.
5. Certain adverbial prefixes are kept intact. These are: *aan, achter, af, be, bij, daar, door, er, ge, heen, her, in, mede, mein, mis, na, neder, neer, om, on, onder, ont, oor, op, over, samen, tegen, terug, toe, uit, ver, voor, voort, wan, weder, and weg: aan-varden, achter-eind, af-breken, be-drog, etc.*
6. Certain suffixes are kept intact. These are: *aard, aardig, achtig, heid, je, pje, schap, sche, ske, ste(n), ster, and tje: dronk-aard, eigen-aardig, zak-achtig, oord-je* (little place), *oor-tje* (little ear), *boom-pje, hoog-ste, bak-ster*.³
7. Compound words are divided according to their component parts (and each part according to rules 1 to 6): *eer-ambt, angst-kreed*. The compounding *s*, if used, is kept with the preceding component: *rijks-ambt, volks-eenheid*.
8. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *repu-bliek, por-tret, Trans-atlantisch, Wash-ington, Shake-speare*. Under this rule are also included scientific and technical words, which editors prefer to treat etymologically: *dia-gnostisch, proto-plasma*; but *interesse* has been naturalized and is divided *inte-resse*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

aam-bor-stig	(3, 3)	in-te-res-se	(3, 2, 3)
aan-prij-zen	(5, 2)	kun-ste-naar	(3, 2)
ach-ter-uit-gang	(3, 5, 5)	me-de-stan-der	(2, 5, 3)
Ame-ri-kaan-se	(2, 2, 3)	mees-ter-stuk-jes	(3, 7, 6)
Am-ster-dam	(3, 3)	mein-e-dig-heid	(5, 2, 6)
be-slis-sin-gen	(5, 3, 3)	mi-cro-me-trisch	(8, 2, 8)
bi-bli-o-theek	(8, 4, 2)	mis-brui-ken	(5, 2)
bij-een-bren-gen	(5, 7, 3)	moei-lijk-heid	(2, 6)
con-sti-tu-tie	(3, 2, 2)	na-druk-ken	(5, 3)
con-sti-tu-ti-o-neel	(3, 2, 2, 4, 2)	ne-der-knie-len	(2, 5, 2)
daar-op-vol-gend	(5, 5, 3)	Ne-der-lan-der	(2, 5, 3)
des-a-vou-e-ren	(8, 2, 4, 2)	Ne-der-land-se	(2, 5, 6)
door-draai-en	(5, 4)	neer-slach-tig	(5, 3)
En-gel-se	(3, 3)	om-stan-dig-heid	(5, 3, 6)
er-ach-ter	(5, 3)	on-der-druk-ken	(3, 5, 3)
ge-brui-ker	(5, 2)	on-er-va-ren	(5, 3, 2)
ge-meen-schap-pe-lijk	(2, 3, 3, 2)	ont-e-ren	(5, 2)
heen-snel-len	(5, 3)	oor-spron-ke-lijk	(5, 3, 2)
her-e-ni-gen	(5, 2, 2)	op-hel-de-ring	(5, 3, 2)
in-acht-ne-ming	(5, 7, 2)	op-ont-houd	(5, 5)
in-dus-trie	(3, 8)	pro-spec-tus	(8, 3)

¹ This sound of *ch* is for words of native origin only. In words of French origin *ch* is pronounced as in French (like *sh*) and in words of Greek origin like *ch* in *chorus*.

² The digraph *sch* has two sounds. At the beginning of a word and at the beginning of a syllable preceded by a prefix it is pronounced like *s* plus the Dutch *ch*; elsewhere like English *s*.

³ The suffixes listed must be distinguished from the same letter combinations that are not suffixes and not appended to a meaningful word. Thus *ste* in *beste* is not a suffix, as *be* is not a word. Likewise *aard* in *veinzaard* and *grijnzaard* is not a suffix in the above sense, as there are no words *rein* and *grijn*. Properly, *veinzaard* and *grijnzaard* are derivatives of *teinzen* and *grijnzen* and are syllabified according to rule 3; i. e., *vein-zaard, grijn-zaard, and beste* is syllabified *bes-te*.

Illustrative word divisions—Continued

re-ge-ring	(2, 2)	uit-oe-fe-nen	(5, 2, 2)
re-pu-bliek	(2, 8)	ver-e-nig-de	(5, 2, 3)
re-pu-blie-keins	(2, 8, 2)	voor-af-gaan-de	(5, 3, 3)
sa-men-stel-ling	(2, 5, 3)	voort-breng-sel	(5, 3)
te-gen-ant-woord	(2, 5, 3)	wan-trou-wend	(5, 2)
te-rug-ei-sen	(2, 5, 2)	we-der-op-bou-wen	(2, 5, 5, 2)
tijd-schrif-ten	(7, 3)	weg-sprin-gen	(5, 3)
toe-tre-den	(5, 2)	zelf-re-ge-ring	(7, 2, 2)

Stress and diacritics

The stress in Dutch words falls on the root syllable in simple words and on the main component (usually the first) in compound words: *beSTELlen* (to order), *SCHOOLboek* (schoolbook). Words of foreign origin keep their own characteristic stress.

Diacritical marks are used to a limited extent in Dutch. The circumflex is used to indicate the contraction of two syllables into one, if the contraction is unusual: *daän* for *daden* (deeds), *liën* for *lieden* (people). The dieresis (trema) is used to indicate that the vowel over which it is placed does not form a diphthong with the preceding vowel but is pronounced separately: *zeeën* (pronounced *zay'-en*), seas; *oliën* (pronounced *olee'-en*), to oil. The acute is used to give added emphasis: *dáár is het*, there it is, but *daar is hij eindelijk*, there he is finally; *één gulden*, one guilder, but *een gulden*, a guilder.

Capitalization

Capitalization in Dutch is similar to that in English, but with the following differences:

If the first word of a sentence is a single letter only, the word goes lowercase and the next one is capitalized: *'s Avonds is het koud*, in the evening it is cold. *'k Weet niet wat hij zegt*, I do not know what he says.

The first-person pronoun, *ik* (I), is not capitalized, but the second-person pronouns *U* (you), *Uw* (your), and *Gij* (you), are generally capitalized in personal correspondence.

The name particles *de*, *ten*, *van*, if not preceded by the Christian name, are capitalized; otherwise, lowercased.

Punctuation and hyphenation

Punctuation and hyphenation are similar to the usages in German (q. v.). The apostrophe, however, is used not only to indicate abbreviations or contractions but also to form the plural and possessive of foreign loanwords: *'n paard* (for *een paard*), a horse; *'s avonds* (for *des avonds*), in the evening; *'t huis* (for *te huis*), at home; *'k heb* (for *ik heb*), I have; *sofa's*, sofas; *Maria's*, Mary's. Quotation marks are set: „, thus."

Abbreviations

A. P.	Anno Passato, in the past year; Amsterdams Peil, Amsterdam ordinance datum	Jr.	Junior, junior
b. v.	bij voorbeeld, for example, e. g.	jr.	jaar, year
dgl.	dergelijke, such	ll.	laatstleden, last, ult.
d.i.	dat is, that is, i. e.	Mej.	Mejuffrouw, Miss
dl.	deel, part, volume	Mev.	Mevrouw, Mrs.
e. g.	eerstgenoemde, the former, the before-mentioned	Mij.,	Maatschappij, society, company
enz.	en zoo voort, and so forth, etc.	Ndl.	Nederland, the Netherlands
e. v.	eerstvolgende, the following, next	nl.	namelijk, namely, viz
geb.	geboren, born, né(e)	n. m.	namiddag, post meridiem, p. m.
Gebr.	Gebroeders, Brothers, Bros.	N. V.	Naamloze Vennootschap, limited-liability company
Geref.	Gereformeerde, Reformed, Calvinist	o. a.	onder andere, among others
Hfst.	Hoofdstuk, chapter	ong.	ongeveer, about, ca.
H. M.	Haar Majesteit, Her Majesty	Opm.	Opmerking, remark
i. p. v.	in plaats van, instead of	p. a.	per adres, c/o
jl.	jongstleden, last, ult.	p. st.	pound sterling, pound sterling, £
		Sen. or Sr.	Senior, senior
		Sr.	
		vgl.	vergelijk, compare, cf.
		v. m.	voormiddag, ante meridiem, a. m.

Cardinal numbers

één	one	achtien	eighteen
twee	two	negentien	nineteen
drie	three	twintig	twenty
vier	four	één en twintig, etc.	twenty-one, etc.
vijf	five	dertig	thirty
zes	six	veertig	forty
zeven	seven	vijftig	fifty
acht	eight	zestig	sixty
negen	nine	zeventig	seventy
tien	ten	tachtig	eighty
elf	eleven	negentig	ninety
twalf	twelve	honderd	hundred
dertien	thirteen	honderd (en) één	one hundred and
veertien	fourteen		one
vijftien	fifteen	tweehonderd	two hundred
zestien	sixteen	duizend	thousand
zeventien	seventeen		

Ordinal numbers

eerste	first	zestiende	sixteenth
tweede	second	zeventiende	seventeenth
derde	third	achttiende	eighteenth
vierde	fourth	negentiende	nineteenth
vijfde	fifth	twintigste	twentieth
zesde	sixth	één en twintigste	twenty-first
zevende	seventh	dertigste	thirtieth
achtste	eighth	veertigste	fortieth
negende	ninth	vijftigste	fiftieth
tiende	tenth	zestigste	sixtieth
elfde	eleventh	zeventigste	seventieth
twalfde	twelfth	tachtigste	eightieth
dertiende	thirteenth	negentigste	ninetieth
veertiende	fourteenth	honderdste	hundredth
vijftiende	fifteenth	duizendste	thousandth

Months

Januari (Jan.)	January	Juli	July
Februari (Feb.)	February	Augustus (Aug.)	August
Maart (Mrt.)	March	September (Sept.)	September
April (Apr.)	April	October (Oct.)	October
Mei	May	November (Nov.)	November
Juni	June	December (Dec.)	December

Days

Zondag	Sunday	Donderdag	Thursday
Maandag	Monday	Vrijdag	Friday
Dinsdag	Tuesday	Zaterdag	Saturday
Woensdag	Wednesday		

Seasons

lente, voorjaar	spring	herfst, najaar	autumn
zomer	summer	winter	winter

Time

uur	hour	maand	month
dag	day	jaar	year
week	week		

REFERENCES.—E. Vrieze, *De Nieuwe Spelling* 1946 . . . (1946); T. G. G. Valette, *Dutch Conversation Grammar* (1928); F. G. Renier, *Learn Dutch! A Dutch Grammar* (1942); J. van Ham en S. Hofker, *Beknopte Nederlandse Spraakkunst* (1939); Kramer's *Engels-Nederlands en Nederlands-Engels Woordenboek* (1950); L. Bloomfield, *Spoken Dutch* (1944).

FINNISH

Nimitystä tavu käytetään fonetikassa useissa eri merkityksissä, ja siitä annetut määritelmät perustuvat suureksi osaksi subjektiiviseen arviointiin. Onpa sentähden eräällä taholla tahdottu eliminoida koko tavun käsite fonetiikasta.—Äimä, Yleisen Fonetikan Oppikirja (1938), p. 203.

Alphabet and pronunciation

A	a	a in father, sofa	P	p	p
B	b	b	Q	q	q
C	c	c in calm or in cease	R	r	r, trilled
D	d	d	S	s	s in so
E	e	e in met	T	t	t
F	f	f	U	u	u; as oo in boot, but short
G	g	g in game	V	v	v
H	h	h	X	x	x
I	i	i in pit	Y	y	like German <i>ü</i> or like French <i>u</i>
J	j	y in yet	Z	z	s or ts
K	k	k	Ä	ä	a in hat
L	l	l	Ö	ö	like German <i>ö</i> or like French <i>eu</i>
M	m	m			
N	n	n			
O	o	o in note, but short			

Special characters

Finnish uses the Latin alphabet with the addition of the following special characters: Ä ä and Ö ö.

The letters *b, c, f, g, x,* and *z* do not occur in native Finnish words and are not mentioned even in the alphabets of some Finnish grammars. However, the standard dictionaries, containing words of foreign origin, list them in the alphabetic order shown above.

Vowels and consonants

The vowel letters are *a, e, i, o, u, y, ä,* and *ö,* the remaining letters being all consonants. The doubled vowel letters, *aa, ee, ii, oo, uu, yy, ää,* and *öö* represent sounds the same as, but about twice as long as, their corresponding single ones.

Diphthongs

The diphthongs and their sounds are:

ai as *ai* in aisle
au as *ow* in how
ei as *ei* in eight
eu like Finnish *e* plus *u*
ie like Finnish *i* plus *e*
iu like Finnish *i* plus *u*
oi as *oi* in oil
ou as *ow* in low

ui like Finnish *u* plus *i*
uo like Finnish *u* plus *o*
yi like Finnish *y* plus *i*
yö like Finnish *y* plus *ö*
äi like Finnish *ä* plus *i*
äy like Finnish *ä* plus *y*
öi like Finnish *ö* plus *i*
öy like Finnish *ö* plus *y*

The diphthongs *ie, uo, yö, eu, iu, yi, ai, äy, öi,* and *öy* are sounded as indicated above, i. e., like their constituent separate letters but in quick succession, *ie, uo, yö* having the main stress on the second vowel, the others on the first. The above combinations, except those ending in *i,* are diphthongs only at the beginning of a word or of a compound constituent; elsewhere they are separate vowels and may be divided: *tapa-us, kope-us, kieli-en.*

Rules for syllabification

1. Double vowels and diphthongs may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant: *ka-la, neu-lat, vää-ryys*.
3. In a group of two or more consonants, division is made before the last consonant: *kuk-ka, silp-pu, myrs-ky*.
4. Division may be made between vowels not constituting a diphthong or between a diphthong and a vowel: *lapsi-en, asi-asta, eri-ävä*.
5. Compound words are divided according to their component parts (and each part according to rules 1 to 4): *maa-alue, ilman-ala, esi-isä*.
6. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *Shake-speare, kon-gressi, mono-grammi, me-tri*. Under this rule are also included scientific and technical words, which editors prefer to treat etymologically: *apo-pleksia, dia-gnostinen*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ah-dis-tan	(3, 3)	oi-ke-us-a-sia	(2, 4, 5, 2)
ai-no-as-taan	(2, 4, 3)	omis-ta-ja	(3, 2)
aja-tus-ai-ka	(2, 5, 2)	ope-tus-ai-ne	(2, 5, 2)
al-keis-o-pe-tus	(3, 5, 2, 2)	osit-tai-nen	(3, 2)
al-ku-o-sa	(3, 5, 2)	pam-flet-ti	(6, 3)
ame-ri-ka-lai-nen	(2, 2, 2, 2)	pa-raas-tan	(2, 3)
bil-joo-na	(3, 2)	piis-pan-is-tuin	(3, 5, 3)
brit-ti-läi-nen	(3, 2, 2)	poik-ke-us	(3, 4)
de-mo-kraat-ti	(2, 6, 3)	pääl-lik-kyys	(3, 3)
Eng-lan-ti	(3, 3)	ran-gais-ta-va	(3, 3, 2)
epä-o-leel-li-nen	(4, 2, 3, 2)	rau-ta-tie	(2, 2)
etu-oi-ke-us	(5, 2, 4)	ri-kok-sel-li-nen	(2, 3, 3, 2)
huo-li-mat-ta	(2, 2, 3)	sai-ras-a-pu	(2, 5, 2)
hy-dro-sta-tiik-ka	(6, 6, 2, 3)	sa-man-ai-kai-nen	(2, 5, 2, 2)
il-man-a-la	(3, 5, 2)	sat-tu-moi-sin	(3, 2, 2)
kan-sa-lais-oi-ke-us	(3, 2, 5, 2, 4)	sa-tun-nai-nen	(2, 3, 2)
kan-sal-li-nen	(3, 3, 2)	sei-sah-dus	(2, 3)
kau-em-mak-si	(4, 3, 3)	se-lit-te-ly	(2, 3, 2)
ko-mi-sa-ri-us	(2, 2, 2, 4)	sel-väs-ti	(3, 3)
lii-al-li-nen	(4, 3, 2)	sem-min-kin	(3, 3)
lu-et-te-lo	(4, 3, 2)	seu-rus-te-lu	(2, 3, 2)
muu-ka-lai-nen	(2, 2, 2)	sih-tee-ri	(3, 2)
muut-tu-ma-ton	(3, 2, 2)	si-jais-kans-le-ri	(2, 5, 3, 2)
myön-tei-nen	(3, 2)	Suo-ma-lai-nen	(2, 2, 2)
nais-a-sia	(5, 2)	suo-si-ol-li-ses-ti	(2, 4, 3, 2, 3)
neu-vok-ki	(2, 3)	ta-val-li-nen	(2, 3, 2)
neu-vot-te-lu	(2, 3, 2)	teh-taa-lai-nen	(3, 2, 2)
ni-mi-kir-joi-tus	(2, 5, 3, 2)	xe-ro-ftal-mia	(2, 6, 3)
nä-en-näi-ses-ti	(4, 3, 2, 3)	Yh-dys-Väl-lat	(3, 5, 3)

Diacritics and stress

With the exception of *ä* and *ö*, Finnish uses no diacritics. Stress is always on the first syllable.

Capitalization

Capitalization is similar to that in English, except that months, days of the week, and proper adjectives are lowercased.

Punctuation

Punctuation is similar to that in English. The apostrophe is used to separate a proper noun from its inflection as well as to show elision.

Abbreviations

a. p.	aamupäivällä, before noon	n. s.	niin sanottu, so called
Arv.	Arvoisa, esteemed	nyk.	nykyinen, current
ed.	edellinen, former, foregoing	p.	penni, penniä, penny, pence; päivä, day, date
ent.	entinen, past, old	p. a.	painoarkki, printed sheet
e. pp.	edellä puolenpäivän, before noon	R:va or Rva	Rouva, madam
esim.	esimerkiksi, for example, e. g.	s. or siv.	sivu, sivulla, page, pages
H:ra or Hra	Herra, Mr., Sir	seur.	seuraava, following, next
i. p.	iltapäivällä, afternoon, p. m.	s. o.	se on, that is, i. e.
j. n. e.	ja niin edespäin, and so on	s. v.	samana vuonna, same year
j. pp.	jälkeen puolenpäivän, afternoon, p. m.	t.	tai, or
k-lo	kello, hour, o'clock	t. k.	tämän kuun, this month
ks.	katso, see, compare, cf.	t. m. s.	tai muuta semmoista, and so on
l.	eli, or	Tri	Tohtori, doctor
m.	minuutti, minute(s)	t. v.	tänä vuonna, this year
mk(k).	markka(a), mark(s)	v.	vuosi, year
Muist.	Muistutus, note	vert. or vrt.	vertaa, compare, cf.
nim.	nimittäin, namely, viz	y. m.	yynnä muuta, etc.
N:o or №	numero, number		

Cardinal numbers

yksi	one	kolmetoista, etc.	thirteen, etc.
kaksi	two	kaksikymmentä	twenty
kolme	three	kaksikymmentäykksi	twenty-one
neljä	four	kaksikymmentäkaksi, etc.	twenty-two, etc.
viisi	five	kolmekymmentä, etc.	thirty, etc.
kuusi	six	sata	hundred
seitsemän	seven	satayksi, etc.	one hundred and one, etc.
kahdeksan	eight	kaksisataa	two hundred
yhdeksän	nine	tuhat	thousand
kymmenen	ten		
yksitoista	eleven		
kaksitoista	twelve		

Ordinal numbers

ensimäinen	first	kahdeskymmenes	twentieth
toinen	second	kahdeskymmenesensimäinen	twenty-first
kolmas	third	kahdeskymmenestoinen, etc.	twenty-second, etc.
neljäs	fourth	kolmaskymmenes, etc.	thirtieth, etc.
viides	fifth	sadas	hundredth
kuudes	sixth	sadasensimäinen, etc.	one hundred and first, etc.
seitsemäs	seventh	kahdessadas	two hundredth
kahdeksas	eighth	tuhannes	thousandth
yhdeksäs	ninth		
kymmenes	tenth		
yhdestoista	eleventh		
kahdestoista	twelfth		
kolmastoista, etc.	thirteenth, etc.		

Months

tammikuu	January	heinäkuu	July
helmikuu	February	elokuu	August
maaliskuu	March	syyskuu	September
huhtikuu	April	lokakuu	October
toukokuu	May	marraskuu	November
kesäkuu	June	joulukuu	December

Days

sunnuntai	Sunday	torstai	Thursday
maanantai	Monday	perjantai	Friday
tiistai	Tuesday	lauantai	Saturday
keskiviikko	Wednesday		

Seasons

kevät	spring	syksy	autumn
kesä	summer	talvi	winter

Time

tunti	hour	kuukausi	month
päivä	day	vuosi	year
viikko	week		

REFERENCES.—Severi Alanne, *Finnish-English Dictionary* (1919); Aune Tuomikoski and Anna Slöör, *English-Finnish Dictionary* (Helsinki, 1939); T. A. Seboek, *Spoken Finnish* (1947); A. Sauvageot, *Esquisse de la Langue finnoise* (1946).

FRENCH

Maël, issu d'une famille royale de Cambrie, fut envoyé dès sa neuvième année dans l'abbaye d'Yvern, pour y étudier les lettres sacrées et profanes. À l'âge de quatorze ans, il renonça à son héritage et fit vœu de servir le Seigneur.—Anatole France, *L'Île des Pingouins*, chapter 1, opening lines.

Alphabet and pronunciation

A	a	} between <i>a</i> in pat and <i>o</i> in pot
À	à	
Â	â	<i>a</i> in hah
B	b	<i>b</i>
C	c	<i>c</i> in city before <i>e, i, y</i> (=s); <i>c</i> in car, elsewhere (=k)
Ç	ç	<i>c</i> in city (=s)
D	d	<i>d</i>
E	e	<i>e</i> in met when followed by two consonants, or by a single final consonant, digraph, or consonantal unit; silent when final and in <i>-ent</i> , third person plural verb ending; <i>e</i> in moment, before a single consonant, digraph, or consonantal unit, followed by a vowel
È	è	<i>e</i> in met
Ê	ê	<i>e</i> in met or there
Ê	ë	dieresis indicates that preceding vowel has its usual value and does not form a diphthong with <i>e</i>
É	é	<i>a</i> in late
F	f	<i>f</i>
G	g	<i>s</i> in pleasure (=zh) before <i>e, i, y</i> ; <i>g</i> in game elsewhere
H	h	silent
I	i	<i>ee</i> in meet
Î	î	<i>ee</i> in meet
Ï	ï	<i>y</i> in yet, between vowels; <i>ee</i> in meet elsewhere
J	j	<i>s</i> in pleasure (=zh)
K	k	<i>k</i>
L	l	<i>l</i> ; silent in a few cases— <i>gentil, outil, fils</i> ; frequently letters <i>il</i> in final position, and after vowel, and <i>ill</i> before vowel pronounced like <i>y</i> in yet— <i>travail, fille</i>
M	m	<i>m</i>
N	n	<i>n</i> ; <i>-ent</i> , third person plural verb ending, is silent
O	o	<i>o</i> in no when final; <i>o</i> in for elsewhere
Ô	ô	<i>o</i> in no
P	p	<i>p</i>
Q	q	<i>q</i> in quick (=k)
R	r	sound made by scraping of air between back of tongue and roof of mouth; silent when final in ending <i>-er</i>
S	s	<i>z</i> between vowels; usually silent when final; <i>s</i> elsewhere
T	t	<i>s</i> in <i>-tien, -tial, -tion</i> , etc.; usually silent when final; <i>-ent</i> , third person plural verb ending, is silent; <i>t</i> elsewhere

U	u	} like German <i>ü</i> (<i>ee</i> with lips rounded as for <i>oo</i>); usually silent
Ô	ô	
V	v	} after <i>g</i> and <i>q</i> before <i>e</i> , <i>i</i> , <i>y</i>
W	w	
X	x	<i>gz</i> between vowels; <i>ks</i> elsewhere; silent when final in some words; sometimes like <i>s</i> , as in <i>dix</i> , <i>six</i>
Y	y	<i>ee</i>
Z	z	<i>z</i> ; usually silent when final

Special characters

French uses the Latin alphabet with the addition of the following special characters: *À à*, *Â â*, *Ç ç*, *É é*, *È è*, *Ê ê*, *Ë ë*, *Î î*, *Ï ï*, *Ô ô*, *Û û*, and *Ü ü*.

Vowels and consonants

The vowel letters are *a*, *e*, *i*, *o*, *u*, *y*; the other letters are consonants. Vowel sounds are represented by one of the vowel letters or by a combination of two or three of them. Consonant sounds are represented by one or two consonant letters.

Combinations of two vowel letters (diphthongs)

<i>ai</i> , <i>ay</i> , <i>ei</i> , <i>ey</i> as <i>e</i> in met or there	<i>ou</i> as <i>oo</i> in moon
<i>au</i> , <i>eau</i> as <i>o</i> in no	<i>oui</i> like English <i>we</i>
<i>eu</i> , <i>œ</i> , <i>œu</i> as <i>u</i> in fur ¹	<i>ui</i> somewhat like <i>we</i>
<i>oi</i> , <i>oy</i> as <i>wa</i> in watt	

Combinations of two consonant letters (digraphs)

<i>ch</i> as <i>sh</i> in shoe; occasionally as <i>k</i>	<i>ph</i> as in English
<i>gn</i> as <i>ny</i> in canyon	<i>qu</i> as <i>k</i> ; occasionally as <i>kw</i>
<i>gu</i> as <i>g</i> in give before <i>e</i> , <i>i</i> , <i>y</i> ; occasionally as <i>gw</i>	<i>rh</i> as <i>r</i>
<i>ll</i> as <i>y</i> in yet (in <i>-ille</i>)	<i>th</i> as <i>t</i>

Sequences of vowel(s) and n or m (nasals)

In French, there are four nasal sounds. These are produced by allowing air to pass through the nose and the mouth at the same time, but without any actual sound of *m*, *n*, or *ng* after them. These sounds are represented by the syllables:

1. *am*, *an*, *em*, *en*, the vowel sound of each being like *a* in far;
2. *aim*, *ain*, *eim*, *ein*, *im*, *in*, *ym*, *yn*, the vowel sound of each being *a* in fan;
3. *om*, *on*, with the vowel like *aw* in fawn;
4. *eum*, *eun*, *um*, *un*, with the vowel like *u* in fur.

Nasals occur at the end of a word or in the middle of a word before another consonant except *m* or *n*: *faim*, *bien*, *manger*, *membre*; otherwise, the above combinations are not nasalized: *ananas* (pronounced *ánáná*), *nommer* (pronounced *nómé*). There are a few exceptions.

Consonantal units

In French, certain consonants followed by *l* or *r* or preceded by *s* are pronounced in the same syllable with the following vowel. These consonant groups are:

<i>bl</i> , <i>br</i>	<i>fl</i> , <i>fr</i>	<i>sc</i> , <i>sp</i> , <i>sph</i> , <i>squ</i> , <i>st</i>
<i>chl</i> , <i>chr</i> , <i>cl</i> , <i>cr</i>	<i>gl</i> , <i>gr</i>	<i>thr</i> , <i>tr</i>
<i>dr</i>	<i>phl</i> , <i>phr</i> , <i>pl</i> , <i>pr</i>	<i>vl</i> , <i>vr</i>

Rules for syllabification

1. Diphthongs, digraphs, and consonantal units may not be divided.
2. Division may be made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *amu-ser*, *che-veux*, *jeu-nesse*, *pay-san*, *cro-chets*, *gra-phies*, *mé-thode*, *ali-gner*, *dé-cret*, *qua-drille*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *al-ler*, *sys-tème*, *fonc-tion*, *com-pris*, *isth-mique*, *ar-cher*, *har-gneux*, *Ag-nus*.

¹ Note that *œ* is printed as a single piece of type when it has this pronunciation, and also in some words of Latin origin, where it is pronounced as French *e*. When *o* and *e* are printed separately, they represent separate sounds in different syllables.

4. Division between vowels should be avoided, but it is tolerated if the second vowel carries the dieresis (trema) or begins a compound or derivative element: *hé-ro-isme*, *archi-épiscopal*, *anti-acide*.

5. Prefixes are kept intact only if this conforms to rules 2 to 4: *ab-duction* (rule 3), *con-tinuer* (rule 3), *in-duction* (rule 3), *mal-heur* (rule 3), *non-chalant* (rule 3), *ob-server* (rule 3), *pré-ceder* (rule 2), *pré-occupation* (rule 4), *re-joindre* (rule 2); but *abs-tention* (rule 3), *cons-titution* (rule 3), *ins-pire* (rule 3), *ma-ladroite* (rule 2), *no-nobstant* (rule 2), *obs-cure* (rule 3), *pres-cription* (rule 3), *res-piration* (rule 3).²

6. Compounds are divided preferably according to their component parts (and each part according to rules 1 to 5): *grand'-mère*, *gentils-hommes*, *Tchéco-slovaquie*.

If a compound is formed with an apostrophe followed by a vowel, division may not be made on the apostrophe; thus the compounds *qu'environ*, *hors-d'œuvres*, *s'entraider*, may be divided only as follows: *qu'en-vi-ron*, *hors-d'œu-vres*, *s'en-tr'ai-der*.

If a compound is formed with a euphonic *t* (e. g., *ira-t-il*, *présente-t-on*), the *t* should be made to go over.

7. Division may be made before a final mute syllable; i. e., a syllable ending in *e*, *es* (plural ending), or *ent* (third person plural ending of verbs), provided the syllable begins with a consonant: *quel-que*, *ri-che*, *au-tres*, *par-lent*; but *pay-ent* or *pay-ent* would be inadmissible as per rule 9.

8. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *alpen-stock*, *reichs-amt*, *cre-scendo*, *sky-scraper*, *Wash-ington*. Under this rule are also included scientific and technical words, which editors prefer to treat etymologically: *dia-gnostique*, *hémi-sphère*, *hémop-tysies*.

9. The letters *x* and *y* may not be separated from an adjacent vowel; thus *exact* and *moyen* should not be divided, but *pay-san*, *ex-pert* may be divided as shown in rules 2 and 3, respectively.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ab-so-lu-ment	(3, 2, 2)	inex-pug-na-ble	(3, 3, 7)
abs-trae-tion	(3, 3)	ins-pi-ra-tion	(3, 2, 2)
ad-mi-nis-tra-tion	(3, 2, 3, 2)	ins-tan-ta-née	(3, 3, 2)
amé-ri-cai-nes	(2, 2, 2)	ins-truc-tion	(3, 3)
an-ti-scor-bu-ti-que	(3, 8, 3, 2, 7)	in-tro-duc-tion	(3, 2, 3)
at-mos-phé-ri-que	(3, 3, 2, 7)	Ja-ma-ï-que	(2, 4, 7)
au-to-gno-sie	(2, 8, 2)	Kam-tchat-ka	(8, 3)
bi-blio-thè-que	(2, 2, 7)	ki-lo-mé-tri-que	(2, 2, 2, 7)
bien-heu-reux	(6, 2)	ma-las-droi-te-ment	(2, 2, 2, 2)
caout-chou-ter	(3, 2)	ma-nus-crits	(2, 3)
cir-cons-tan-ces	(3, 3, 7)	mi-cro-sco-pi-que	(2, 8, 2, 7)
com-pri-ma-ble	(3, 2, 7)	non-ac-ti-vi-té	(6, 3, 2, 2)
cons-cien-cieu-se-ment	(3, 3, 2, 2)	no-nobs-tant	(2, 3)
cons-ti-tu-tion-nel	(3, 2, 2, 3)	ob-jec-ti-vi-té	(3, 3, 2, 2)
des-cen-dant	(3, 3)	obli-ga-tion	(2, 2)
des-crip-tion	(3, 3)	obs-cu-ri-té	(3, 2, 2)
dia-gnos-ti-quer	(8, 3, 2)	per-cep-ti-ble	(3, 3, 7)
dis-ci-pli-ner	(3, 2, 2)	pé-rem-p-tion	(2, 3)
en-tr'ae-cor-der	(3, 3, 3)	pré-oc-cu-pa-tion	(4, 3, 2, 2)
exe-cu-ti-ves	(2, 2, 7)	pro-blè-mes	(2, 7)
ex-haus-se-ment	(3, 3, 2)	pro-pre-ment	(2, 2)
ex-cel-lu-lai-res	(2, 3, 2, 7)	pros-crip-tion	(3, 3)
ex-tra-or-di-nai-res	(3, 4, 3, 2, 7)	pros-pé-ri-té	(3, 2, 2)
gym-no-sper-mes	(3, 8, 7)	sub-cons-cience	(3, 3)
hé-té-ro-doxie	(2, 2, 2)	su-bor-don-ner	(2, 3, 3)
hy-dro-sco-pie	(2, 8, 2)	su-bro-ger	(2, 2)
ig-ni-tion	(3, 2)	subs-tan-tiel	(3, 3)

Stress and diacritics

In French, words do not have any syllabic stress, each syllable being uttered with almost equal force with a slight stress falling on the last.

The diacritics used in French are the acute, the circumflex, the grave, the dieresis (trema), and the cedilla.

² The practice as to rule 5 varies among French printers, some dividing phonetically or etymologically, according to convenience. The Dictionnaire français Illustré (Librairie R. Simon), however, follows the uniform practice of dividing words only phonetically: *des-cription*, *dé-sordre*, *ins-tance*, *ins-trument*, *ma-lencolre*, *sous-crit*, *su-borner*. The rule given in the text conforms to this practice.

The circumflex occurs on all the vowels. It may indicate that an *s* followed the vowel in Old French, as in *île* from *isle*, island, and *pâté* from *paste*, paste; it may distinguish homonyms like *dû* (due) and *du* (of the); *â, ê, ô* may represent vowels longer than those spelled *a, e, o*, as in *âne, bête, môle*.

The acute accent occurs only on the *e*; *é* represents a close *e* sound, more like the *a* in late than the *e* in met. It will be found on an *e* followed by a single consonant or digraph or consonantal unit, followed by a vowel as in *érable, église, étrenne*. It will not be on an *e* followed by two consonants (i. e., two consonants which do not form a digraph or consonantal unit), as in *esclaves, elbeuf*. The letter *é* is common at the end of words (*été, passé*), and frequently initially, and medially as well, under the conditions already stated.

The grave accent occurs on *a, e, and u*. One of its functions is to distinguish homonyms: *a* (has) and *à* (to); *des* (of the) and *dès* (since); *ou* (or) and *où* (where). Far more frequent is the occurrence of *è*, indicating an open *e* sound, more like the *e* in met than the *a* in late. It occurs in one-syllable words in which mute *e* is the last letter, and a single consonant or digraph, or consonantal unit, is the next-to-last letter, as *ère, lèvre, sèche*; in word-final syllables like *-ère, -ière, -ègre, -èble, -èvre, -èdre, -ères, -ières, -ègres*, etc.; occasionally, in a word ending in *es*, to indicate that the *e* is not silent, as in *progrès, succès*.

The dieresis occurs on the second of two consecutive vowel letters to indicate that the sequence does not have its usual value.

ai as *e* in met (*plaisir*)

ei as *e* in met (*reine*)

oi as *wa* in watt (*toi*)

œ as *u* in fur (*œil*)

gue as *g* in go plus mute *e* in vague

gui as *g* in go plus *ee* as in meet (*guide*); sometimes *g* as in go plus

we as in *we* (*aiguille*)

aï as *a* in watt plus *ee* as in meet (*naïf*)

eï as *e* in met plus *ee* as in meet

oï as *o* in for plus *ee* as in meet (*colloïde*)

oë as *o* in for plus *a* as in late (*canoë*);

as *o* in for plus *e* as in met (*noël*)

guë as *g* in go plus *u* as in German *ü*

plus mute *e* (*aigue*)

guï as *g* in go plus *u* as in German *ü*

plus *ee* as in meet (*contiguïté*)

The cedilla occurs under the letter *c* before *a, o, or u*, to indicate that *c* is pronounced like *s*; *reçu*, received.

Capitalization

Capitalization is similar to that in English, except that proper adjectives, names of months, days of the week, titles, and the personal pronoun *je* (I) are not capitalized. In proper names of persons taken from the Italian the article is lowercased: *le Dante*; otherwise capitalized: *La Fayette*. In names of places the article is lowercased: *le Havre*.

Use roman small caps for the centuries: *xix^e siècle*.

Capitalize the following: Years of the Republican calendar (*l'An IV*), acts of plays (*l'Acte V*), volumes of books (*Tome IX*), titles of rulers (*Louis XIV*), and the numbered divisions of Paris (*le XV^e Arrondissement*).

Capitalize the first word and all proper nouns in the title of a book. If the title commences with *Le, La, Les, Un, or Une*, capitalize also the second word. Examples: *Origines du culte chrétien*; *Les Origines du culte*; *La Reine Margot*.

In vivid personifications the nouns personified are capitalized, as *Ici habite la Mort* (Death abides here).

Historical events (*la Révolution*) also take the capital.

The term "street" and its synonyms are lowercased, as *rue de la Nation, avenue de l'Opéra, route Saint-Denis, boulevard Saint-Laurent*.

Observe the forms used in the following terms: *l'Académie française; la Légion d'honneur; Louis le Grand; son Éminence; l'Église*, when referring to the church as an institution; and *l'État*, when denoting the nation, as *le Corps d'État, le Conseil d'État*.

It is a rule among French printers that the preposition *à* (to) when capitalized is set without the accent.

Punctuation and hyphenation

Punctuation is practically the same as in English.

The apostrophe indicates elision, usually of mute *e*: *l'ami* for the nonexistent form *le ami*.

The hyphen is used much more widely than in English, and care should be exercised not to mistake the marginal hyphen in copy used orthographically as one of syllabification. The various orthographic uses of the hyphen are as follows:

1. Between verbs and the pronouns in questions: *Parlais-je?* Did I speak?
2. Between verbs and object pronouns: *Parlez-moi*, speak to me.
3. Between verbs and the particles *en*, *y*, *ce*, *on*: *Portez-leur-en*, bring them some.
4. On each side of the euphonic *t*: *A-t-il?* Has he? *Parla-t-elle?* Did she speak?
5. Before *ci* and *là*: *celui-ci*, this one.
6. After *entre* in all reciprocal verbs: *s'entre-quereller*, to quarrel with one another.
7. Between *demi* and its noun: *une demi-heure*, half an hour.
8. In compound nouns and adjectives, especially with prepositional particles: *arc-en-ciel*, rainbow; *nouveau-né*, newborn.
9. In spelled numbers. (See p. 395.)
10. In geographic names: *Saint-Valéry-en-Caux*, *Fontaine-le-Dun*.

Abbreviations

a.	accepté, accepted	p. ex.	par exemple, for instance
a. c.	année courante, current year	p. f. s. a.	pour faire ses adieux, to say goodbye
art.	article, article	R. F.	République française, French Republic
av.	avec, with	R. S. V.	Répondez s'il vous plaît, an answer is requested
b. à p.	billets à payer, bills payable	P.	Son Altesse Royale, His Royal Highness
b. à r.	billets à recevoir, bills receivable	S. A. R.	Son Altesse Royale, His Royal Highness
B. B.	billet de banque, banknote	sc.	scène, scene
c. (c**)	centime (centimes), centime (centimes)	S. Exc.	Son Excellence, His Excellency
c.-à-d.	c'est-à-dire, that is	S. M.	Sa Majesté, His (Her) Majesty
ch.	chapitre, chapter	Soc. an°	Société anonyme, limited company
ch. de f.	chemin de fer, railway	S. S.	Sa Sainteté, His Holiness
cie ³	compagnie, company	s. v. p.	s'il vous plaît, if you please
Cte	Comte, count	t.	tome, book
E. O. O.	erreurs ou omissions exceptées, errors or omissions excepted	tît.	titre, title
E.	ceptées, errors or omissions excepted	voy., v.	voyez, voir, see
f., fr.	franc, franc	vve	veuve, widow
h.	heure, hour	&	et, and
in-f°	in folio, folio	1 ^{er}	premier (<i>m.</i>), first
J.-C.	Jésus-Christ, Jesus Christ	1 ^{er}	première (<i>f.</i>), first
M.	Monsieur, Mr.	II°, 2°	deuxième, second
Mgr	monseigneur, my lord		
N.-D.	Notre-Dame, Our Lady		
N.-S.	Notre-Seigneur, Our Lord		

Abbreviations of metric terms

Mm.	mégamètre	mmc.	millimètre cube	g.	gramme
hkm.	hectokilomètre	ha.	hectare	dg.	décigramme
mam.	myriamètre	a.	are	cg.	centigramme
km.	kilomètre	ca.	centiare	mg.	milligramme
hm.	hectomètre	dast.	décastère	kl.	kilolitre
dam.	décamètre	st., m ³	stère	hl.	hectolitre
m.	mètre	dst.	décistère	dal.	décalitre
dm.	décimètre	t.	tonne	l.	litre
cm.	centimètre	q.	quintal	dl.	décilitre
mq.	mètre carré	kg.	kilogramme	cl.	centilitre
mm.	millimètre	hg.	hectogramme	ml.	millilitre
mmq.	millimètre carré	dag.	décagramme		

³ It will be noted that the period is not used where the last letter in the abbreviation is the last letter of the complete word.

Cardinal numbers

un, <i>m.</i> }	one	soixante et onze	seventy-one
une, <i>f.</i> }	two	soixante-douze	seventy-two
deux	three	soixante-treize	seventy-three
trois	four	soixante-quatorze	seventy-four
quatre	five	soixante-quinze	seventy-five
cinq	six	soixante-seize	seventy-six
six	seven	soixante-dix-sept	seventy-seven
sept	eight	soixante-dix-huit	seventy-eight
huit	nine	soixante-dix-neuf	seventy-nine
neuf	ten	quatre-vingt(s)	eighty
dix	eleven	quatre-vingt-un	eighty-one
onze	twelve	quatre-vingt-deux	eighty-two
douze	thirteen	quatre-vingt-trois	eighty-three
treize	fourteen	quatre-vingt-quatre	eighty-four
quatorze	fifteen	quatre-vingt-cinq	eighty-five
quinze	sixteen	quatre-vingt-six, etc.	eighty-six, etc.
seize	seventeen	quatre-vingt-dix	ninety
dix-sept	eighteen	quatre-vingt-onze, etc.	ninety-one, etc.
dix-huit	nineteen	quatre-vingt-dix-sept	ninety-seven
dix-neuf	twenty	quatre-vingt-dix-huit	ninety-eight
vingt	twenty-one	quatre-vingt-dix-neuf	ninety-nine
vingt et un	twenty-two, etc.	cent	hundred
vingt-deux, etc.	thirty	cent un, etc.	one hundred and
trente	thirty-one		one, etc.
trente et un	thirty-two, etc.	deux cent(s), etc.	two hundred, etc.
trente-deux, etc.	forty	mille (mil)	thousand
quarante	fifty		
cinquante	sixty		
soixante	seventy		
soixante-dix			

Ordinal numbers

premier, <i>m.</i> }	first	septième	seventh
première, <i>f.</i> }		huitième	eighth
second, <i>m.</i> ; seconde, <i>f.</i> }	second	neuvième	ninth
deuxième		dixième	tenth
troisième	third	onzième, etc.	eleventh, etc.
quatrième	fourth	vingt et unième	twenty-first
cinquième	fifth	vingt-deuxième, etc.	twenty-second, etc.
sixième	sixth	centième	hundredth

Months

janvier (janv.)	January	juillet (juil.)	July
février (fév.)	February	août	August
mars	March	septembre (sept.)	September
avril (av.)	April	octobre (oct.)	October
mai	May	novembre (nov.)	November
juin	June	décembre (déc.)	December

Days

dimanche	Sunday	jeudi	Thursday
lundi	Monday	vendredi	Friday
mardi	Tuesday	samedi	Saturday
mercredi	Wednesday		

Seasons

printemps	spring	automne	autumn
été	summer	hiver	winter

Time

heure	hour	mois	month
jour	day	saison	season
semaine	week	année	year

REFERENCES.—Jeanne Vidon Varney, *Pronunciation of French* (1940); Denœu and Hall, *Spoken and Written French* (1946); Claude Augé, *Nouveau Petit Larousse Illustré* (most recent edition).

GERMAN

Wenn aber auch der Charakter verschiedener Weltgegenden von allen äußeren Erscheinungen zugleich abhängt; wenn Umriß der Gebirge, Physiognomie der Pflanzen und Tiere, wenn Himmelsbläue, Wolkengestalt und Durchsichtigkeit des Luftkreises den Totaleindruck bewirken: so ist doch nicht zu leugnen, daß das Hauptbestimmende dieses Eindrucks die Pflanzendecke ist. Dem tierischen Organismus fehlt es an Masse; die Beweglichkeit der Individuen und oft ihre Kleinheit entziehen sie unsern Blicken. Die Pflanzenschöpfung dagegen wirkt durch stetige Größe auf unsere Einbildungskraft.—Alexander von Humboldt, *Ansichten der Natur*, vol. II, p. 20 f. (1849).

Alphabet and pronunciation ¹

A	a	short and long: between <i>a</i> in hat and <i>a</i> in calm
Ä	ä	short: <i>e</i> in bet; long: <i>e</i> in there or <i>a</i> in bad
B	b	<i>b</i> ; at end of word or syllable, as <i>p</i> in lip
C	c	before <i>e</i> , <i>i</i> , and usually <i>y</i> , as <i>ts</i> in bits; before other vowels, as <i>c</i> in can (= <i>k</i>)
D	d	<i>d</i> ; at end of word or syllable, as <i>t</i> in hit
E	e	short: <i>e</i> in bet; long: somewhat like <i>a</i> in gate; in unstressed syllables, like <i>e</i> in basket
F	f	<i>f</i>
G	g	<i>g</i> ; at end of word after <i>i</i> , many Germans pronounce <i>g</i> like German <i>ch</i> (see under Consonant sequences)
H	h	<i>h</i> ; at end of word or syllable or before consonant, merely shows that preceding vowel is long
I	i	short: <i>i</i> in bit; long: <i>ee</i> in meet
J	j	<i>y</i> in yes
K	k	<i>k</i>
L	l	<i>l</i> in million
M	m	<i>m</i>
N	n	<i>n</i>
O	o	short: between <i>o</i> in not and <i>u</i> in nut; long: <i>o</i> in tone
Ö	ö	short: <i>u</i> in hut; long (tongue in long <i>e</i> position, lips in long <i>o</i> position): <i>u</i> in hurt or <i>eu</i> in French <i>peu</i>
P	p	<i>p</i> ; after initial <i>s</i> , as <i>p</i> in spin
Q	q	<i>k</i> ; <i>qu</i> pronounced as <i>kv</i>
R	r	<i>r</i> in three, or <i>r</i> in Parisian French; at end of word or syllable, usually as <i>a</i> in via
Š	ſ	before vowel, as <i>z</i> in zoo or <i>s</i> in rose; at end of word, as <i>s</i> in miss; before <i>p</i> or <i>t</i> at beginning of word, as <i>sh</i> in ship
T	t	<i>t</i> ; after initial <i>s</i> , as <i>t</i> in stop
U	u	short: <i>oo</i> in cook; long: <i>u</i> in flu

¹ All German vowels are pronounced short or long. German spelling does not consistently indicate vowel quantity, but two dependable conversion rules may be mentioned. A double vowel and a vowel followed by a single consonant are pronounced long; a single vowel followed by a double consonant is pronounced short. Consonant quantity is fairly stable; a double consonant does not indicate a lengthened sound.

ŭ	ü	short: tongue in short <i>u</i> position, lips in short <i>i</i> position; long (tongue in long <i>u</i> position, lips in long <i>i</i> position): <i>u</i> in French <i>mur</i>
Ɔ	v	<i>f</i> at beginning and end of words; elsewhere usually <i>v</i>
Ɔ	w	<i>v</i>
Ɔ	x (=ks)	
Ɔ	y	short and long: as German <i>i</i> or German <i>ü</i> ; occasionally (before vowel) as <i>y</i> in <i>yet</i>
3	ts	<i>ts</i> in <i>bits</i>

Special characters

German traditionally uses the Fraktur alphabet (German text). Note the following somewhat similar characters: Ɔ ŭ, Ɔ Ɔ, Ɔ Ɔ, Ɔ Ɔ, Ɔ Ɔ, Ɔ Ɔ, and Ɔ Ɔ. Texts in specialized fields, but increasingly also literature of general appeal, periodicals, and portions of daily papers are printed in the Latin alphabet, with the following special characters, called umlauts: Ä ä, Ö ö, and Ü ü.

The Fraktur alphabet employs also four ligatures: Ɔ (ch), Ɔ (ck), Ɔ (ß, ss), and Ɔ (tz). According to German typography, ligatures may not be replaced by their respective individual characters Ɔ, Ɔ, Ɔ, Ɔ. In syllabification, Ɔ may be divided, Ɔ and Ɔ may never be divided, and Ɔ, if division is called for, must be changed to Ɔ-f. This is because the character Ɔ may never end a word or a syllable and, hence, may not terminate a line.

When German is set in Latin characters, the only ligature employed is Ɔ; the other ligatures are represented by their respective individual characters. When Ɔ is not available, it may be replaced by *ss*. Some printers use *sz* instead, but this practice is not recommended.

Transliteration of *s*, *ss*, and *tz*

In resetting matter from Latin characters into Fraktur, the rules for treating *s*, *ss*, and *tz* are as follows:

The single *s* is transliterated Ɔ:

(a) At end of a word: *Haus*=Hauš.

(b) At end of a compound element: *Dienstag*=Dienštag.

(c) Before a suffixed element: *Bosheit*=Bošheit.

(d) In some words of foreign origin (the dictionary is the only sure guide to these): *Diskant*=Dišfant.

In all other cases a single *s* is transliterated Ɔ.

The *ss* is transliterated Ɔ:

(a) At end of a word: *Fluss*=Fluš.

(b) At end of a compound element: *Gusseisen*=Gušeiŝen.

(c) Before a suffixed element: *hässlich*=häšliŝ.

(d) Before any consonant: *fasste*=fašŝte.

(e) Between two vowels, if the first vowel is long or a long diphthong (the dictionary is the only sure guide to these): *grüssen*=grüšŝen.

(f) In the prefix *miss*: *missachten*=mišäŝten.

In all other cases *ss* is transliterated Ɔ.

The *tz* is transliterated Ɔ: *trotz*=troš; but when *tz* belong to different components of a derivative, they are transliterated Ɔ: *entzücken*=entšüŝen, *achtzehn*=äŝtšehn.

Transliteration of Ɔ

In resetting matter from Fraktur characters into Latin, Ɔ is transliterated *I* if it stands before a consonant and *J* if it stands before a vowel.

NOTE.—As most work in this Office is of a technical, legal, or scientific nature and is mostly set in Latin characters, the remainder of this section will also be in Latin characters.

Vowels and consonants

The vowels are *a*, *e*, *i*, *o*, *u*, and *y* (including the umlauts *ä*, *ö*, and *ü*). The other letters of the alphabet are consonants.

Vowel sequences (diphthongs)

The diphthongs and their sounds are:

aa as German long *a*
ai as *ai* in aisle
au as *ou* in our
äu as *oi* in noise
ee as German long *e*

ei as *ai* in aisle
eu as *oi* in noise
ie as German long *i*
oo as German long *o*

To the *ie* there are a few exceptions, as in a few words *ie* is not a diphthong but the two letters are sounded separately, as *ee-uh*. These exceptions occur usually at the end of words of foreign origin, the *ie* being equivalent to the Latin *ia*: *Linie*, *Materie*, *Julie*, etc.

To the above diphthongs should be added also *ae*, *oe*, and *ue*, which are sometimes used in place of *ä*, *ö*, and *ü*, respectively, and are sounded as *ä*, *ö*, *ü*.

Consonant sequences (digraphs)

The digraphs and their sounds are:

ch as *ch* in Scotch loch
ph as English *ph=f*

sch as *sh* in shall
th as *t*

The sound for *ch* may be approximated by making a strong *h* sound. In words of Latin origin, *ch* is pronounced like *k*. The digraph *sch* must be distinguished from the mere coincidental juxtaposition of those letters, pronounced like *s* and *ch* separately: *Biß-chen*, little bit; *Fäß-chen*, little barrel; *Häus-chen*, little house.

Consonantal units

The combinations *qu* (pronounced *kv*), *st*, and *ß* are treated as consonantal units. Some editors treat *pf* as a consonantal unit, especially after another consonant; but this is not favored by Duden, *Rechtschreibung der deutschen Sprache*, which divides *kämp-fen*, *karp-fen*, *stup-fen* as indicated.

When *ß* is replaced by *ss*, *ss* is divided.

Rules for syllabification

1. Diphthongs, digraphs, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *le-ben*, *lie-ben*, *wa-chen*, *wa-schen*, *mei-sten*, *gro-ßen*, *re-qui-sit*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *Mul-ter*, *Was-ser*, *stimm-ten*, *kämp-fen*, *wün-schen*, *Fen-ster*, *Pfing-ten*.
4. Division may be made between two vowels not constituting a diphthong or between a diphthong and a vowel: *Oze-an*, *Trau-ung*.
5. Certain adverbial prefixes are kept intact. These are: *ab*, *an*, *auf*, *aus*, *be*, *bei*, *durch*, *ein*, *emp*, *ent*, *er*, *fort*, *ge*, *her*, *hin*, *hinter*, *in*, *miß*, *mil*, *nach*, *nieder*, *ob*, *um*, *un*, *unter*, *ver*, *vor*, *weg*, *wider*, *wieder*, *zer*, *zu*, *zurück*, and *zusammen*: *ab-ändern*, *An-erbe*, *auf-arbeiten*, etc.
6. Certain suffixes are kept intact. These are: *artig*, *chen*, *haft*, *heit*, *schaft*, and *tum*: *eigen-artig*, *Sus-chen*, *Knapp-heit*, *Wachs-tum*.
7. Compound words are divided according to their component parts (and each part according to rules 1 to 6): *alt-italisch*, *Tür-angel*. The compounding *r* and *s*, if used, are kept with the preceding component: *dar-auf*, *wor-auf*, *Redens-art*, *Orts-angabe*.
8. Foreign words and components of foreign words follow the conventions of the language of origin: *Repu-blik*, *Hy-drant*, *Kre-scendo*, *Wash-ington*, *Shake-speare*. Under this rule are also included scientific and technical words, which editors prefer to treat etymologically: *Dia-gnose*, *Mikro-skop*.
9. When division is made on or before a syllable from which a letter was elided, the letter is restored to render the syllable integral: *glüt-schest* is divided *glüt-schest*, *Luftschiffahrt* is divided *Luftschiff-fahrt*; and when the double consonant *ck* is divided, the *c* is changed to *k*, thus *Hacke* and *Zucker* are divided *Hak-ke* and *Zuk-ker*. It is important to bear in mind that words divided under this rule, if subsequently reset and run over, must have their original spelling restored.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

Ab-trei-bung	(5, 2)	Nach-ord-nung	(5, 3)
Ame-ri-ka-ni-sche	(2, 2, 2, 2)	ne-ben-an	(2, 7)
Amts-an-tritt	(7, 5)	nie-der-brö-chen	(2, 5, 2)
an-ord-nen	(5, 3)	nied-rig-ste	(3, 3)
Auf-pflan-zung	(5, 3)	Oberst-stabs-arzt	(7, 7)
Aus-zah-lung	(5, 3)	Ob-lie-gen-heit	(5, 2, 3)
bei-tra-gen	(5, 2)	ord-nungs-mä-ßig	(3, 7, 2)
Be-ob-ach-tung	(5, 5, 3)	Orts-an-ga-be	(7, 5, 2)
be-quem-lich-keit	(2, 3, 3)	öster-rei-chi-sche	(7, 2, 2)
bläs-chen-för-mi-ge	(3, 7, 3, 2)	ost-in-di-sche	(7, 3, 2)
dar-ein-schla-gen	(7, 5, 2)	pas-sie-ren	(3, 2)
deut-sche	(2)	pflicht-schul-dig	(7, 3)
Deutsch-land	(7)	Plan-wirt-schaft	(7, 6)
Dienst-al-ter	(7, 3)	Platz-an-wei-sung	(7, 5, 2)
durch-ar-bei-ten	(5, 3, 2)	plat-zen-de	(3, 3)
ein-spre-chen	(5, 2)	Rat-haus-saal	(7, 7)
emp-fäng-lich	(5, 3)	rech-ter-seits	(3, 3)
eng-li-sche	(3, 2)	recht-fer-ti-gen	(7, 3, 2)
ent-spre-chen	(5, 2)	Rechts-ge-schich-te	(7, 2, 3)
er-schrek-lich	(5, 3)	re-pu-bli-ka-nisch	(2, 8, 2, 2)
eu-ro-pä-i-sche	(2, 2, 4, 2)	Sach-ver-zeich-nis	(7, 5, 3)
Far-ben-auf-trag	(3, 7, 5)	schwei-ze-ri-sche	(2, 2, 2)
Fin-ster-nis	(3, 3)	Selbst-ach-tung	(7, 3)
fort-ar-bei-ten	(5, 3, 2)	Selb-stän-dig-keit	(7, 3, 3)
fünf-und-zwan-zig	(7, 7, 3)	sy-ste-ma-ti-sche	(2, 2, 2, 2)
ge-brau-chen	(5, 2)	über-ein-kom-men	(5, 5, 3)
her-aus-zie-hen	(5, 5, 2)	um-än-dern	(5, 3)
hin-ar-bei-ten	(5, 3, 2)	un-ab-hän-gig	(5, 5, 3)
hin-ter-brin-gen	(3, 5, 3)	Un-ter-ab-tei-lung	(3, 5, 5, 2)
In-an-spruch-nah-me	(5, 5, 7, 3)	ver-ei-nig-te	(5, 2, 3)
in-ein-an-der	(5, 5, 3)	Vor-an-schlag	(5, 5)
In-ter-es-se	(3, 8, 3)	weg-schlei-chen	(5, 2)
Jah-res-tag	(3, 7)	Werk-ar-beit	(7, 3)
Ka-me-ra-den	(2, 2, 2)	wi-der-spre-chen	(2, 5, 2)
Leb-haf-tig-keit	(3, 3, 3)	Wie-der-ab-druck	(2, 5, 5)
Maß-sy-stem	(7, 2)	Wirt-schaft-en	(6, 3)
me-di-zi-ni-sche	(2, 2, 2, 2)	zer-split-tern	(5, 3)
Miß-er-folg	(5, 3)	zu-dre-hen	(5, 2)
mit-hel-fen	(5, 3)	zu-rück-er-o-bern	(2, 5, 5, 2)
mitt-le-rer	(3, 2)	zu-sam-men-flie-ßen	(2, 3, 5, 2)

Diacritics and stress

Other than the umlauts, no diacritical marks are used in German. The chief stress falls on the root syllable in simple words (*SINGen*, to sing), and on the leading component, usually the first, in compound words (*FESTland*, mainland). Words of foreign origin have their own characteristic stress.

Capitalization

With the exception of the following, capitalization conventions are the same as in English:

1. All nouns and nouns used as nouns are capitalized: *das Geben*, the giving; *die Armen*, the poor.
2. Proper adjectives are lowercased: *die deutsche Sprache*, the German language.
3. Adjectives derived from personal names are capitalized: *die Lutherische Übersetzung*, Luther's translation; but when used descriptively, lowercased: *die lutherische Kirche*, the Lutheran Church; *ciceronische Beredsamkeit*, Ciceronic eloquence.
4. The pronouns *Sie*, you, *Ihr*, your, and *Ihnen*, to you, are capitalized, but not *ich*, I.

In solid matter, where the umlaut on capital letters is likely to cause trouble in alignment, it will be omitted and a lowercase *e* added after the capital, as *Ae* (*Aerger*), *Oe* (*Oel*), *Ue* (*Ueber*).

¹ In the interest of simplicity, works in philology and bibliography often allow all common nouns to go lowercase.

Punctuation and hyphenation

Punctuation is practically as in English. The comma, however, is used to set off subordinate clauses of all kinds; e. g., *ich glaube, daß er kommen wird, I believe that he will come.*

In series of words made up of two parts, where one part is common to both words, the hyphen is used as follows: *Feld- und Gartenfrüchte* (field- and garden produce), the word *früchte* being common to both *Feld* and *Garten*; but *Haftpflicht-Versicherungsgesellschaft und -Versicherte* (liability-insurance company and -insured), because *Haftpflicht* is common to both *Versicherungsgesellschaft* and *Versicherte*.

Abbreviations

a.	an, am, an der, on (the), at (the)	F. f.	Fortsetzung folgt, to be continued
a. a. O.	am angeführten Ort, in the place cited (loc. cit.)	Forts.	Fortsetzung, continuation
Abb.	Abbildung, illustration, figure	geb.	geboren, born; geborene, née
Abk.	Abkürzung, abbreviation	Gebr.	Gebrüder, brothers
Abt.	Abteilung, section	gef., gefl.	gefälligst, kindly
a. d.	an der, on the	gegr.	gegründet, founded
a. D.	an der Donau, on the Danube; ausser Dienst, retired	ges.	gesetzlich geschützt, registered trademark
Adr.	Adresse, address	gesch.	gestorben, deceased
A. G.	Aktiengesellschaft, joint-stock company	gest.	G. m. Gesellschaft mit beschränkter Haftung, corporation with limited liability
allg.	allgemein, general(ly)	b. H.	hrsg. herausgegeben, edited
a. M.	am Main, on the Main	i.	in, im, in, in the
Anm.	Anmerkung, note	Ing.	Ingenieur, engineer
a. O.	an der Oder, on the Oder	inkl.	inklusive, inclusive, included
a. Rh.	am Rhein, on the Rhine	insb.	insbesondere, especially
Art.	Artikel, article	Kap.	Kapitel, chapter
b.	bei, near, with	kgl.	königlich, royal
bes.	besonders, especially	Kl.	Klasse, class
betr.	betrifft, betreffend, concerning	Km.	Kilometer, kilometer
bez.	bezüglich, respecting	Komp.	Kompanie, company
bez., bzw., bzw.	beziehungsweise, respectively	Kr.	Kreis, district
Bez.	Bezirk, district	ldf.	laufend, current
Blg.	Beilage, enclosure	M.	Mark, mark (coin)
b. w.	bitte wenden, please turn page	Nachf., Nfg.	Nachfolger, successor(s)
ca.	circa, zirka, about	nachm., nachm.	nachmittags, p. m., afternoon
d. A.	der Ältere, Sr.	näml.	nämlich, (and) you see, namely
dgl., drgl.	dergleichen, similar things, the like	NB	(nota bene) beachte, note, observe
d. h.	das heisst, that is	n. Chr.	nach Christus, A. D.
d. i.	das ist, that is, i. e.	n. F.	neue Folge, new series
d. J.	der Jüngere, junior; dieses Jahres, of this year	No., Nr., Nro.	Numero, number
DM	Deutsche Mark, mark (after World War II)	No., Ntto.	Netto, net
d. M.	dieses Monats, of the . . . instant	od.	oder, or
do.	ditto, the same	ö., österr.	österreichisch, Austrian
Dr.	Doktor, doctor	p. A.	per Adresse, care of (c/o)
D. R. P.	Deutsches Reichspatent, German patent	Pf.	Pfennig, penny
Dtzd.	Dutzend, dozen	Pfd.	Pfund, pound
einschl.	einschliesslich, including, inclusive	pr., preuss.	preussisch, Prussian
entspr.	entsprechend, corresponding	resp.	respektiv, respectively
e. V.	eingetragener Verein, incorporated club	rglm.	regelmässig, regular
evtl.	eventuell, perhaps, possibly	RM	Reichsmark, mark (before World War II)
ff.	folgende (Seiten), following (pages)		

Abbreviations—Continued

S.	Seite, page
s.	siehe, see (cf.)
sel.	selig, deceased, late
Skt., St.	Sankt, Saint
s. o.	siehe oben, see above
sog.	sogenannt, so called
St.	Stück, individual piece
staatl.	staatlich, State or Federal
Str.	Strasse, street
s. u.	siehe unten, see below
teilw.	teilweise, partly
u.	und, and
u. a.	und andere, and others; unter anderem, among other things; unter andern, among others
u. a. m.	und andere mehr, and many others
U. A.	Um Antwort wird gebeten,
w. g.	an answer is requested
u. s. w.	und so weiter, and so forth, etc.

v:	(vide) siehe, see (cf.); von, of, from
v. Chr.	vor Christus, B. C.
Verf.	Verfasser, author
Verl.	Verleger, publisher
vgl.	vergleiche, compare
v. H.	vom Hundert, percent
v. J.	vorigen Jahres, of last year
v. M.	vorigen Monats, of last month
vm., vorm.	vormittags, a. m., morning
Vors.	Vorsitzender, chairman
w. o.	wie oben, as above
Wwe.	Witwe, widow
z.	zu, zum, zur, to, to the
z. B.	zum Beispiel, for example
z. H.	zu Händen, attention of
Zs.	Zeitschrift, periodical
z. T.	zum Teil, in part
zus.	zusammen, total, together
z. Z.	zur Zeit, at the time, acting (c. g., secretary)

Cardinal numbers

eins	one	zwanzig	twenty
zwei	two	einundzwanzig	twenty-one
drei	three	zweiundzwanzig	twenty-two
vier	four	dreiundzwanzig, ²	twenty-three,
fünf	five	etc.	etc.
sechs	six	dreißig	thirty
sieben	seven	vierzig	forty
acht	eight	fünfzig	fifty
neun	nine	sechzig	sixty
zehn	ten	siebzig	seventy
elf	eleven	achtzig	eighty
zwölf	twelve	neunzig	ninety
dreizehn	thirteen	hundert	hundred
vierzehn	fourteen	hundertundeins ²	one hundred and one
fünfzehn	fifteen	hundertundzwei, etc.	one hundred and two, etc.
sechzehn	sixteen	zweihundert, etc.	two hundred, etc.
siebzehn	seventeen	tausend	thousand
achtzehn	eighteen		
neunzehn	nineteen		

Ordinal numbers

erste	first	dreizehnte, etc.	thirteenth, etc.
zweite	second	zwanzigste	twentieth
dritte	third	einundzwanzigste	twenty-first
vierte	fourth	zweiundzwanzigste,	twenty-second,
fünfte	fifth	etc.	etc.
sechste	sixth	dreißigste	thirtieth, etc.
siebente, siebte	seventh	vierzigste, etc.	fortieth
achte	eighth	hundertste	hundredth
neunte	ninth	hundertunterste, etc.	one hundred and first, etc.
zehnte	tenth	zweihundertste	two hundredth
elfte	eleventh	tausendste	thousandth
zwölfte	twelfth		

After ordinal numbers a period is placed where in English the form would be 1st, 2d, etc., as *1. Heft; 2. Band.*

² According to Duden, Rechtschreibung der deutschen Sprache, 1942, the official orthography applicable to Germany, Austria, and Switzerland, requires that not only short but also long numbers should be written in one word: (*ein*)tausendneunhundertundzehn Jahre (one thousand nine hundred and ten years), sechzigtausendsiebenhundertachtundfünfzig Mark (sixty thousand seven hundred fifty-eight marks); yet many orthographers prefer breaking up the compound numbers: *drei und zwanzig, hundert und eins*, etc.

Months

Januar (Jan.)	January	Juli (Jul.)	July
Februar (Feb.)	February	August (Aug.)	August
März	March	September (Sept.)	September
April (Apr.)	April	Oktober (Okt.)	October
Mai	May	November (Nov.)	November
Juni (Jun.)	June	Dezember (Dez.)	December

Days

Sonntag	Sunday	Donnerstag	Thursday
Montag	Monday	Freitag	Friday
Dienstag	Tuesday	Sonnabend, Samstag	Saturday
Mittwoch	Wednesday		

Seasons

Frühling	spring	Herbst	autumn
Sommer	summer	Winter	winter

Time

Stunde	hour	Monat	month
Tag	day	Jahr	year
Woche	week		

REFERENCES.—Der Große Duden, Rechtschreibung der deutschen Sprache und der Fremdwörter nach den für das Deutsche Reich und die Schweiz gültigen amtlichen Regeln (1942); G. O. Curme, A Grammar of the German Language (1922); Karl Breul, Heath's New German and English Dictionary (1939).

GREEK (Modern)


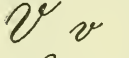
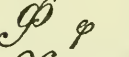
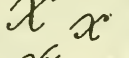
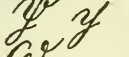
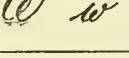
¹Ἐν πάσῃ περιπτώσει ἡ Κυβέρνησις, πρὸ τῆς νέας τροπῆς τῶν γεγονότων, εἶχε χρέος νὰ στείλῃ πρὸς πάντας εἰδοποιήσεις καὶ νὰ δώσῃ τὰς ἀπαιτουμένας ὁδηγίας.—Eleutherios G. Prebellakē, Hē Ekstrateia tou Ibraēm Pasa eis tēn Argolida.

Alphabet and pronunciation

A	α	<i>Α α</i>	alpha	<i>a</i> in father; see <i>αι, αυ</i> , under Diphthongs
B	β	<i>Β β</i>	beta	<i>v</i>
Γ	γ	<i>Γ γ</i>	gamma	<i>y</i> in yes before <i>αι, ε, ει, η, ι, οι, υ, υι</i> ; <i>ng</i> in singer before <i>γ, κ, ξ, χ</i> ; somewhat like <i>g</i> in go everywhere else; see <i>γγ, γκ</i> , under Digraphs
Δ	δ	<i>Δ δ</i>	delta	<i>th</i> in this, except in <i>νδρ</i> , pronounced <i>ndr</i>
E	ε	<i>Ε ε</i>	epsilon	<i>e</i> in met; see <i>ει, ευ</i> , under Diphthongs
Z	ζ	<i>Ζ ζ</i>	zeta	<i>z</i>
H	η	<i>Η η</i>	eta	<i>ee</i> in eel; <i>y</i> in yet, when after a consonant and before a vowel; see <i>ηυ</i> , under Diphthongs
Θ	θ	<i>Θ θ</i>	theta	<i>th</i> in thin
I	ι	<i>Ι ι</i>	iota	<i>ee</i> in eel; <i>y</i> in yet when initial or after a consonant, before a vowel; see <i>αι, ει, οι, υι</i> , under Diphthongs
K	κ	<i>Κ κ</i>	kappa	<i>k</i> ; see <i>γκ</i> , under Digraphs
Λ	λ	<i>Λ λ</i>	lambda	<i>l</i>
M	μ	<i>Μ μ</i>	mu	<i>m</i> ; see <i>μπ</i> , under Digraphs
N	ν	<i>Ν ν</i>	nu	<i>n</i> ; see <i>ντ</i> , under Digraphs
Ξ	ξ	<i>Ξ ξ</i>	xi	<i>x</i> (=ks)
O	ο	<i>Ο ο</i>	omicron	<i>o</i> in for; see <i>οι, ου</i> , under Diphthongs
Π	π	<i>Π π</i>	pi	<i>p</i> ; see <i>μπ</i> , under Digraphs
P	ρ	<i>Ρ ρ</i>	rho	<i>r</i> , somewhat like the Scotch trilled <i>r</i>
Σ	σ ¹	<i>Σ σ</i>	sigma	<i>z</i> before <i>β, γ, δ, λ, μ, ν, ρ</i> ; <i>s</i> everywhere else

[Concluded on following page]

¹ The character *σ* is used in initial and medial positions in a word; the character *ς*, in the final position.

T	τ		tau	t; see ντ, τξ, τσ, under Digraphs
Υ	υ		upsilon	{ ee in eel; y in yet, after a consonant and before a vowel; see αυ, ευ, ηυ, ου, υυ, under Diphthongs
Φ	φ		phi	f
Χ	χ		chi	like a strong h (like German ch)
Ψ	ψ		psi	ps
Ω	ω		omega	o in or

In connected speech, many phonetic changes occur: word-final *n* often drops or becomes *m*, and the first sound of the next word may change, for example, from *p* to *b*; *ts* at the beginning of a word becomes *dz* after a word ending in *n*; many other such differences in pronunciation, between an isolated word and a word in connected speech, are observable. These phenomena, however, are not reflected in the spelling.

Modern Greek uses the same alphabet as Classical Greek, but many of the letters stand for different sounds now because of the linguistic changes that have taken place since classical times. The names of the letters are given here in the usual English version of their Classical Greek form. These names are usually pronounced in English as follows: alpha (*al* as in Alfred), bayta, gamma, delta, épsilon (*o* as in don), zayta, ayta, thayta, eye-ó-ta, kappa, lamda, mew, new, zie (*ie* as in die or sigh), óm-i-kron (*o*'s as in don), pie, roe, sigma, tou (*ou* as in house), yóu-psi-lon (or úp-silon), fie, kie, sie, o-máy-ga. In Modern Greek, the letter names are pronounced ahlfá, veeta, gahma, thelta (*th* as in then), eh-psee-láwn, zeeta, ecta, theeta (*th* as in thin), yoeta, kahpa, lahmvítha (*th* as in then), mee, nee, ksee, oh-mee-kráwn, pee, ro, seeg-ma, tahv, ae-psee-láwn, fee, hee, p-see, o-mée-ga.

It is suggested that for transliterating Modern Greek names, etc., the usual transliteration of the letters be used, regardless of pronunciation: a, b, g, d, e, z, ē, th, i, k, l, m, n, x, o, p, r, s, t, u, ph, kh, ps, ō. For β, *v* may be used if desired. (Compare with the remarks on transliteration of Classical Greek, p. 409.)

There are two quite different styles of Modern Greek: one is an extremely formal academic style, known as *katharevousa*; the other, called *Demotic Greek*, is used by everybody in daily speech, and in modern novels, stories, poetry, and some newspapers. There are considerable differences between the two styles in grammatical structure and vocabulary, but their pronunciation and spelling are largely the same.

Special characters

Some of the letters of the alphabet have variant forms: for alpha, α and α; for beta, β and β; for theta, θ and θ; for kappa, κ and κ; for pi, π and π; for phi, φ and φ; for psi, ψ and ψ. These are used interchangeably.

Some Greek letters are exactly or nearly like the corresponding Latin letters: A α, B β, δ, E ε, Z, I ι, K κ, M, N, O o, s, T τ, υ. The other letters are characteristically Greek: Γ γ, Δ, ζ, Η η, Θ θ, Λ λ, μ, ν, Ξ ξ, Π π, Ρ ρ, Σ σ, Τ, Φ φ, Χ χ, Ω ω.

Vowels

The vowels are α, ε, η, ι, ο, υ, and ω, including the three vowels with a subscript (α, η, and φ), which are pronounced the same as their respective vowels without the subscript. The remaining letters are consonants.

Combinations of two vowel letters (diphthongs)

$\alpha\iota$	as ϵ in <i>met</i>		in <i>met</i> , plus v before vowels and voiced consonants
$\alpha\nu$	as a in <i>watt</i> , plus f before voiceless consonants ($\theta, \kappa, \zeta, \pi, \sigma, \tau, \phi, \chi, \psi$); as a in <i>watt</i> , plus v before vowels and voiced consonants ($\beta, \gamma, \delta, \zeta, \lambda, \mu, \nu, \rho$)	$\eta\nu$	as ee in <i>eel</i> , plus f , before voiceless consonants; as ee in <i>eel</i> , plus v , before vowels and voiced consonants
$\epsilon\iota$	as ee in <i>eel</i> ; y in <i>yet</i> , when after a consonant and before a vowel	$\omicron\iota$	as ee in <i>eel</i> ; y in <i>yet</i> , when after a consonant and before a vowel
$\epsilon\nu$	as e in <i>met</i> , plus f , before voiceless consonants; as e	$\omicron\nu$	as ou in <i>group</i> , same as oo in <i>food</i>
		$υ$	as ee in <i>eel</i>

Note that $\epsilon\iota$, $\omicron\iota$, and $υ$ are pronounced the same as the simple vowels $\eta, \iota, υ$, all like ee in *eel*.

Combinations of two consonant letters (digraphs)

$\gamma\kappa$ as g in *go* initially; ng in *finger*, rarely nk in *sink*, elsewhere
 $\gamma\gamma$ as g in *go* initially; ng in *finger*, rarely nk in *sink*, elsewhere
 $\mu\pi$ as b in *bet* initially; mb in *ember*, rarely mp in *empty*, elsewhere
 $\nu\tau$ as d in *did* initially; nd in *end*, rarely nt in *enter*, elsewhere
 $\tau\zeta$ as dz in *adz*; j in *judge* in some foreign words
 $\tau\sigma$ as ts in *hats*; ch in *chug* in some foreign words

Consonantal units

For purposes of syllabification, any combination of consonants that may begin a Greek word is a unit. Hence, the following are consonantal units:

$\beta\delta, \beta\lambda, \beta\rho$	$\pi\lambda, \pi\nu, \pi\rho, \pi\tau$
$\gamma\lambda, \gamma\nu, \gamma\rho$	$\sigma\beta, \sigma\theta, \sigma\kappa, \sigma\mu, \sigma\pi, \sigma\tau, \sigma\tau\rho, \sigma\varphi, \sigma\chi$
$\delta\mu, \delta\nu, \delta\rho$	$\tau\lambda, \tau\mu, \tau\rho$
$\theta\lambda, \theta\nu, \theta\rho$	$\varphi\theta, \varphi\lambda, \varphi\nu, \varphi\rho$
$\kappa\lambda, \kappa\mu, \kappa\nu, \kappa\rho, \kappa\tau$	$\chi\theta, \chi\lambda, \chi\nu, \chi\rho$
$\mu\nu$	

Also, any group of three consonants, the first two and the last two of which are units, as listed above, are likewise regarded as consonantal units. Thus, $\chi\theta\rho$ is a unit, because $\chi\theta$ and $\theta\rho$ are units.

Rules for syllabification

1. Diphthongs, digraphs when they represent a single sound, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, digraph, or consonantal unit: $\pi\alpha\text{-}\tau\acute{\epsilon}\text{-}\rho\alpha\varsigma, \pi\alpha\iota\text{-}\delta\acute{\iota}\alpha, \beta\acute{\iota}\text{-}\beta\lambda\omicron\varsigma$.
3. In a group of two or more consonants, the division is made before the last consonant, digraph, or consonantal unit: $\gamma\lambda\acute{\omega}\sigma\text{-}\sigma\alpha, \pi\omicron\rho\theta\text{-}\mu\acute{\omicron}\varsigma, \text{'}\Lambda\gamma\text{-}\gamma\lambda\acute{\iota}\alpha, \text{'}\alpha\nu\text{-}\theta\rho\alpha\zeta$.
4. Division may be made between vowels not constituting a diphthong or between a diphthong and another vowel: $\epsilon\upsilon\text{-}\epsilon\acute{\iota}\delta\eta\varsigma, \theta\acute{\epsilon}\text{-}\alpha\tau\rho\omicron\nu, \lambda\alpha\text{-}\acute{\iota}\kappa\acute{\omicron}\varsigma, \omicron\upsilon\text{-}\acute{\iota}\alpha$.
5. Certain adverbial prefixes are kept intact. These are: $\acute{\alpha}\nu, \delta\acute{\iota}\alpha, \delta\acute{\iota}\sigma, \delta\upsilon\sigma, \epsilon\acute{\iota}\sigma, \acute{\epsilon}\kappa, \acute{\epsilon}\nu, \acute{\epsilon}\xi, \mu\omicron\sigma, \pi\rho\omicron\varsigma, \sigma\upsilon\nu, \upsilon\eta\epsilon\rho$, and $\acute{\omega}\sigma$: $\acute{\alpha}\nu\text{-}\alpha\rrho\chi\acute{\iota}\alpha, \acute{\epsilon}\xi\text{-}\acute{\alpha}\delta\epsilon\lambda\varphi\omicron\varsigma, \acute{\omega}\sigma\text{-}\tau\epsilon$.
6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): $\varphi\acute{\iota}\lambda\text{-}\acute{\alpha}\nu\theta\rho\nu\omega\pi\omicron\varsigma, \tau\rho\acute{\iota}\sigma\text{-}\acute{\alpha}\theta\lambda\omicron\varsigma$.
7. Foreign words in Greek orthography are regarded as naturalized words and divided according to rules 1 to 5: $\text{'}\Lambda\gamma\text{-}\gamma\lambda\acute{\iota}\alpha, \text{'}\beta\alpha\text{-}\sigma\iota\gamma\text{-}\kappa\tau\acute{\omega}\nu, \text{'}\text{E}\delta\omicron\upsilon\text{-}\acute{\alpha}\rho\text{-}\delta\omicron\varsigma$; but foreign compound words are divided according to their component parts: $\text{Τ}\sigma\epsilon\chi\omicron\text{-}\sigma\lambda\omicron\beta\alpha\kappa\acute{\iota}\alpha$.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ἀγνω-στι-κός	(2, 2)	με-λαγ-χο-λία	(2, 3, 2)
αἰ-μορ-ρο-ῖ-δες	(2, 3, 4, 2)	με-τα-βάλ-λον-ται	(2, 2, 3, 3)
αἰ-σθαν-τι-κός	(2, 3, 2)	μισ-αν-θρω-πία	(5, 3, 2)
Ἄμε-ρι-κα-νός	(2, 2, 2)	μπαρ-μπέ-ρης	(3, 2)
ἀν-ω-δύ-νως	(5, 2, 2)	ναυ-αρ-χεί-ον	(6, 3, 4)
ἀπο-στρα-τεύ-ο-μαι	(2, 2, 4, 2)	νε-ο-ελ-λη-νι-κός	(4, 6, 3, 2, 2)
βα-σί-λει-ον	(2, 2, 4)	Οὐά-σιγ-κτων	(2, 3)
γλαύ-κω-μα	(2, 2)	πο-λι-τεῖ-αι	(2, 2, 4)
δι-ά-γνω-σις	(4, 5, 2)	πλη-ρε-ξού-σι-οι	(2, 2, 2, 4)
δι-ε-κα-τομ-μύ-ρι-ον	(5, 2, 2, 3, 2, 4)	προ-σέ-γ-γι-σις	(5, 3, 2)
δύ-σ-καμ-πι-τος	(5, 3)	συμ-βαλ-λό-με-νοι	(3, 3, 2, 2)
εἰ-σ-έρ-χο-μαι	(5, 3, 2)	συν-οι-κέ-σι-ον	(5, 2, 2, 4)
ἐκ-λαμ-πρό-της	(5, 3, 2)	συν-ο-μο-λο-γῶ	(5, 2, 2, 4)
Ἐλ-λά-δος	(3, 2)	συ-στη-μα-τι-κός	(2, 2, 2, 2)
Ἐξ-ο-χό-τη-τα	(5, 2, 2, 2)	σχο-λαρ-χεί-ον	(2, 3, 4)
Ἐξ-ω-τε-ρι-κός	(5, 2, 2, 2)	σω-μα-τεμ-πο-ρία	(2, 2, 3, 2)
εὐ-ερ-γέ-της	(6, 3, 2)	σω-φορ-νι-στή-ρι-ον	(2, 2, 2, 2, 4)
Εὐ-ρω-πα-ι-κός	(2, 2, 4, 2)	τε-λει-ο-ποι-η-σις	(2, 4, 2, 4, 2)
Ζω-άρ-κεια	(4, 3)	τη-λέ-γρα-μα	(2, 2, 3)
Ἥλε-κτρο-σκό-πι-ον	(2, 2, 2, 4)	τμη-μα-τάρ-χης	(2, 2, 3)
Ἡνω-μέ-ναι	(2, 2)	τρι-σ-ά-γι-ος	(6, 2, 4)
θε-ο-κρα-τι-κός	(4, 6, 2, 2)	τρι-σ-χι-λι-οι	(6, 2, 4)
ἰδι-ο-συγ-κρα-σία	(4, 6, 3, 2)	ὑπερ-ά-γα-θος	(5, 2, 2)
κα-τά-θλι-ψις	(2, 2, 2)	ὑπερ-άν-θρω-πος	(5, 3, 2)
κα-ταρ-τι-σμός	(2, 3, 2)	ὑπέρ-λαμ-προς	(5, 3)
Κων-σταν-τί-νος	(3, 3, 2)	φιλ-ά-δελ-φος	(6, 2, 3)
λε-ξι-κο-γρά-φος	(2, 2, 6, 2)	χα-λύ-βδι-νος	(2, 2, 2)
μα-γνη-τι-σμός	(2, 2, 2)	ψευ-δο-μάρ-τυς	(2, 2, 3)
μαι-ευ-τι-κή	(4, 2, 2)	ώρῶ-σο-μαι	(4, 2)
με-γα-λει-ό-της	(2, 2, 4, 2)	ώφε-λι-μό-της	(2, 2, 2)

Stress and diacritics

The three accent marks used in Greek now all represent the same thing—loud stress, although in Classical Greek they are supposed to have represented different pitch accents:

1. The acute (´), which may occur on the vowel, or on the second vowel of a diphthong, in any one of the last three syllables of a word.

2. The circumflex (˘, ˆ), which may occur on the vowel, or on the second vowel of a diphthong, in either of the last two syllables of a word. The circumflex never appears over ε or ο.

3. The grave (˘), which may occur only on the vowel, or on the second vowel of a diphthong, in the last syllable of a word; such a word must be followed directly by another word, not a period or comma.

Greek orthography also employs two "breathing" marks:

1. The rough breathing, or spiritus asper (ʰ), which occurs on an initial vowel, or on the second vowel of an initial diphthong. It has no phonetic value, although in Classical Greek it represented an *h* sound before the vowel or diphthong; in transliteration, it may be represented by *h*.

2. The smooth breathing, or spiritus lenis (ˆ), which occurs on an initial vowel, or second vowel of an initial diphthong. It has no phonetic value, and in Classical Greek represented a lack of *h* sound before the vowel.

In text, these breathings and the grave and acute accent marks are placed above and to the left of capital vowel letters, rather than directly above.

Some words, called enclitics, may appear with no written accent at all; the word preceding an enclitic, however (unless it too is an enclitic), will always have at least one accent mark and may have two; e. g., *τοιαῦτά ἐστι*.

Another diacritical mark is the dieresis (trema) (¨), which occurs on the second of two vowels to indicate that they do not form a diphthong, which otherwise they would form; *καὶ μένος* (pronounced *kaeménos* instead of *kavménos*).

These diacritical marks may form combinations, as follows:

ˆ lenis acute	ʰ asper grave	ˆˆ dieresis acute
˘ lenis grave	˘˘ circumflex lenis	˘˘˘ dieresis grave
ˆˆ asper acute	˘˘˘ circumflex asper	

An iota is often placed beneath the vowel α, η, or ω, mainly to indicate a declensional or conjugational inflection: ἡ, the nominative plural of ἡ; τιμῆ, third person singular of τιμῶ. This iota is called *iota subscript*.

Capitalization

Capitalization is practically the same as in English. The pronoun of address is usually capitalized. Capital letters do not take diacritical marks. If a lowercase accented vowel is capitalized, the accent mark is dropped. An initial capital vowel, however, carries the accent mark before it. The *iota subscript* may be placed either beneath the vowel or changed into a regular *iota* and placed right after the vowel. Thus the words ἅγιος, ἄδης, and ἀπό, if capitalized, are set ἌΓΙΟΣ, ἌΔΗΣ, and ἌΠΟ. Ἄδης may also be set Ἄιδης.

Punctuation

The comma, the period, and the exclamation point are the same as in English and are used similarly. The semicolon and the colon are represented by a point above the line. The question mark resembles the English semicolon. The scheme for quotation marks is the same as in the western languages.

Abbreviations

A. E.	Αὐτοῦ Ἐξοχότης, His Excellency	N. Δ.	Νέα Διαθήκη, New Testament; Νομοθετικὸν Διάταγμα, Legislative Ordinance
A. M.	Αὐτοῦ Μεγαλειότης, His Majesty	ν. ἡμ.	νέον ἡμερολόγιον, New Style
B. Δ.	Βασιλικὸν Διάταγμα, Royal Decree	Ο'	Ἑβδομήκοντα, Septuagint
βλ.	βλέπε, see	Π. Δ.	παλαιὰ Διαθήκη, Old Testament; Προεδρικὸν Διάταγμα, Presidential Order
δηλ.	δηλαδή, that is, namely, to wit	πλ.	πληθυντικός, plural
δρ.	δραχμή, drachma	π. μ.	πρὸ μεσημβρίας, a. m.
δράμ.	δράμιον, dram	πρβλ.	παραβάλε, compare, cf.
Δ. Φ.	Διδάκτωρ Φιλοσοφίας, Ph. D.	π. Χ.	πρὸ Χριστοῦ, B. C.
Δ. Ν.	Διδάκτωρ Νομικῆς, LL. D.	π. χ.	παραδείγματος χάριν, for example, e. g.
ἐ. ἀ.	ἐνθα ἀνωτέρω, loc. cit.	σεβ.	σεβαστός, Hon.
ιδ.	ιδίε, see	σελ.	σελίς, page
I. Χ.	Ἰησοῦς Χριστός, Jesus Christ	στήλ.	στήλη, column
Καθ.	Καθηγητής, Prof.	σύγκρ.	σύγκρινε, compare, cf.
Κος	Κύριος, Mr.	τ. ἐ.	τοῦτ' ἐστίν, that is, i. e.
Κα	Κυρία, Mrs.	τόμ.	τόμος, volume
κτλ.	καὶ τὰ λοιπὰ, etc.	Τ. Σ.	τόπος σφραγίδος, L. S., loco sigilli
κ. τ. ὁ.	καὶ τὰ ὅμοια, and the like	τρ. ἔτ.	τρέχοντος ἔτους, current year
κφλ.	κεφάλαιον, chapter	φ.	φύλλον, folio
λπτ.	λεπτά, lepta	χιλ.	χιλιόμετρον, kilometer
μέρ.	μέρος, part		
μ. μ.	μετὰ μεσημβρίαν, p. m.		
μ. Χ.	μετὰ Χριστόν, A. D.		

Cardinal numbers

εἷς (ένας), μία, έν(α)	one	εἴκοσι ένα (m. and π.), εἴκοσι μία (f.)	twenty-one
δύο	two	εἴκοσι δύο, etc.	twenty-two, etc.
τρεις, τρία	three	τριακόσια	three hundred
τέσσαρες, -α	four	τετρακόσια, etc.	four hundred, etc.
πέντε	five	χιλία	thousand
έξι(ι)	six	δύο χιλιάδες, etc.	two thousand, etc.
έπτά (έφτά)	seven	έν εκατομύριο	million
όκτώ	eight		
έννέα	nine		
δέκα	ten		
ένδεκα	eleven		
δώδεκα	twelve		
δεκατρείς (m. and f.), δεκατρία (n.)	thirteen		
δεκατέσσαρες (m. and f.), δεκατέσσαρα (n.)	fourteen		
δέκα πέντε, etc.	fifteen, etc.		
είκοσι	twenty		

NOTE.—Modern Greek uses the Arabic figures for ordinary number work. Where western languages use Roman numerals, the Modern Greek uses the same scheme of letters as used in Classical Greek. (See p. 410.)

Ordinal numbers

πρῶτος	first	εἰκοστός	twentieth
δεύτερος	second	εἰκοστός πρῶτος,	twenty-first, etc.
τρίτος	third	etc.	
τέταρτος	fourth	τριακοστός	thirtieth
πέμπτος	fifth	τεσσαρακοστός	fortieth
έκτος	sixth	πεντηκοστός	fiftieth
εβδομος	seventh	εξηκοστός	sixtieth
ὄγδοος	eighth	εβδομηκοστός	seventieth
ἐννατος	ninth	ὄγδοηκοστός	eightieth
δέκατος	tenth	ἐνενηκοστός, etc.	ninetieth, etc.
ἐνδέκατος	eleventh	ἐκατοστός	hundredth
δωδέκατος	twelfth	χιλιοστός	thousandth
δέκατος τρίτος, etc.	thirteenth, etc.	ἐκατομμυριοστός	millionth

Months

Ἰανουάριος	January	Ἰούλιος	July
Φεβρουάριος	February	Αὔγουστος	August
Μάρτιος	March	Σεπτέμβριος	September
Ἀπρίλιος	April	Ὀκτώβριος	October
Μάιος	May	Νοέμβριος	November
Ἰούνιος	June	Δεκέμβριος	December

Days

Κυριακή	Sunday	Πέμπτη	Thursday
Δευτέρα	Monday	Παρασκευή	Friday
Τρίτη	Tuesday	Σάββατο(ν)	Saturday
Τετάρτη	Wednesday		

Seasons

ἄνοιξις	spring	φθινόπωρον	autumn
καλοκαῖρι	summer	χειμών (χειμῶνας)	winter

Time

ώρα	hour	μήνας	month
ἡμέρα	day	έτος	year
εβδομάς	week		

REFERENCES.—K. Petraris and W. H. D. Rouse, *A Handbook of the Modern Greek* (1921); A. Thumb and J. Kalitsunakis, *Grammatik der Neugriechischen Volkssprache* (1928); Hubert Pernot, *Grammaire de grec moderne* (1930); I. Kykkotis, *English-Greek and Greek-English Dictionary* (1942); H. and R. Kahane, *Ralph L. Ward, Spoken Greek* (1945).

GREEK (Classical)

“Οὐκοῦν,” ἔφη ὁ Σωκράτης, “εἴ γε ταῦτα τοιαῦτά ἐστι, καλῶς ἂν ἔχοι ἐξετάζειν τινὰ ἑαυτὸν, πόσου ἄρα τυγχάνει τοῖς Φίλοις ἄξιος ὢν, καὶ πειρᾶσθαι ὡς πλείστου ἄξιος εἶναι, ἵνα ἤττον αὐτὸν οἱ φίλοι προδιδώσιν. ἐγὼ γάρ τοι,”
 . . . —ΑΙ ΦΙΛΩΝ ΑΞΙΑΙ, Β’.

Alphabet and pronunciation

Α	α	alpha	long: <i>ah</i> in <i>bah</i> ; short: <i>a</i> in <i>watt</i>
Β	β	beta	<i>b</i>
Γ	γ	gamma	<i>g</i> in <i>go</i> ; <i>ng</i> in <i>sing</i> , before <i>γ</i> , <i>κ</i> , <i>χ</i> , and <i>ξ</i>
Δ	δ	delta	<i>d</i>
Ε	ε	epsilon	<i>e</i> in French <i>été</i> ; anglicized, <i>e</i> in <i>pet</i>
Ζ	ζ	zeta	<i>z</i> , <i>dz</i> , or <i>zd</i> ; anglicized, <i>z</i>
Η	η	eta	<i>a</i> in <i>fare</i>
Θ	θ	theta	<i>th</i> in <i>hothouse</i> ; anglicized, <i>th</i> in <i>thin</i>
Ι	ι	iota	long: <i>i</i> in <i>machine</i> ; short: <i>i</i> in <i>pit</i>
Κ	κ	kappa	<i>k</i>
Λ	λ	lambda	<i>l</i>
Μ	μ	mu	<i>m</i>
Ν	ν	nu	<i>n</i>
Ξ	ξ	xi	<i>x=ks</i>
Ο	ο	omicron	<i>o</i> in <i>ghost</i> ; sometimes anglicized to <i>o</i> in <i>on</i>
Π	π	pi	<i>p</i>
Ρ	ρ	rho	<i>r</i>
Σ	σ s	sigma	<i>s</i> in <i>see</i>
Τ	τ	tau	<i>t</i>
Υ	υ	upsilon	like German <i>ü</i> (<i>ee</i> with lips rounded as for <i>oo</i>); long: as in <i>Hüte</i> ; short: as in <i>Hütte</i> ; sometimes anglicized to <i>u</i> in <i>union</i>
Φ	φ	phi	<i>ph</i> in <i>loophole</i> ; anglicized, <i>ph</i> in <i>phone</i> , = <i>f</i>
Χ	χ	chi	<i>ckh</i> in <i>blockhouse</i> ; sometimes anglicized to <i>k</i> in <i>king</i>
Ψ	ψ	psi	<i>ps</i> in <i>caps</i>
Ω	ω	omega	<i>o</i> in <i>or</i> ; anglicized, <i>o</i> in <i>go</i>

In transliteration from Classical Greek, the letters may be represented thus: a, b, g, d, e, z, ē, th, i, k, l, m, n, x, o, p, r, s, t, u, ph, kh, ps, ō; initial *ρ* is transliterated by *rh*, internal *ρρ* by *rrh*; *υ* not following *α*, *ε*, *η*, *ι* often represented by *y* instead of *u*. It was formerly customary to latinize Classical Greek names, and this custom is still followed for most ordinary names used in English literature; in doing this, the letters are transliterated as above, except: *γ* is represented by *n* before *γ*, *κ*, *ξ*, *χ*; *η*, by *e*, but the macron is usually omitted, giving simply *e*; *κ*, by *c*; *υ*, by *y*, except after *α*, *ε*, *η*, *ι*, where it is *u*; *χ*, by *ch*; *ω*, by *o*, but the macron is usually omitted. The diphthong *αι* may be represented by *i* instead of *ei*; the diphthong *ου* may be represented by *u* instead of *ou*. The “rough breathing” is represented by *h*. The accents and other diacritical marks may be omitted, though they may be shown as ‘, ^, ’, ‘, ‘.

Diphthongs

αι	ai in aisle	ου	ou in out
ει	ei in veil	ευ	e in pet, u in rule; often anglicized to u in use
οι	oi in oil		
υι	German ū, plus i in machine; often anglicized to we as in we	ου	ou in soup

Typography

The typography of Classical Greek now follows in the main the conventions of Modern Greek; and the rules for syllabification of Modern Greek apply to Classical Greek as well.

Cardinal numbers

α'	εἷς, μία, ἓν	one	ν'	πεντήκοντα	fifty
β'	δύο	two	ξ'	ἑξήκοντα	sixty
γ'	τρεις, τρία	three	ο'	ἑβδομήκοντα	seventy
δ'	τέτταρες, -ρα	four	π'	ὀγδοήκοντα	eighty
ε'	πέντε	five	ς'	ἐνενήκοντα	ninety
ϛ'	ἕξι	six	ρ'	ἑκατόν	hundred
ζ'	ἑπτὰ	seven	ρα'	ἑκατόν καὶ εἷς, etc.	one hundred and one, etc.
η'	ὀκτώ	eight	σ'	διακόσιοι, -αι, -α	two hundred
θ'	ἐννέα	nine	τ'	τριακόσιοι, -αι, -α	three hundred
ι'	δέκα	ten	υ'	τετρακόσιοι, -αι, -α	four hundred
ια'	ἑνδεκα	eleven	φ'	πεντακόσιοι, -αι, -α	five hundred
ιβ'	δώδεκα	twelve	χ'	ἑξάκοσιοι, -αι, -α	six hundred
ιγ'	τρεισκαίδεκα, etc.	thirteen, etc.	ψ'	ἑπτακόσιοι, -αι, -α	seven hundred
κ'	εἴκοσι(ν)	twenty	ω'	ὀκτακόσιοι, -αι, -α	eight hundred
κα'	εἴκοσιν εἷς, etc.	twenty-one, etc.	ῥ'	ἑννακόσιοι, -αι, -α	nine hundred
λ'	τριακόνα	thirty	,α	χίλιοι, -αι, -α	thousand
μ'	τετταράκοντα	forty	,ι	μύριοι, -αι, -α	ten thousand

Ordinal numbers

πρῶτος, -η, -ον	first	δέκατος	tenth
δεύτερος, -α, -ον	second	ἐνδέκατος	eleventh
τρίτος, -η, -ον	third	δωδέκατος	twelfth
τέταρτος	fourth	τρίτος καὶ δέκατος, etc.	thirteenth, etc.
πέμπτος	fifth	εἰκοστός	twentieth
ἕκτος	sixth	εἰκοστός πρῶτος, etc.	twenty-first, etc.
ἕβδομος	seventh		
ὄγδοος	eighth	τριακοστός, etc.	thirtieth, etc.
ἕνατος	ninth	χιλιοστός	thousandth

These numerals, except the cardinals from 5 to 100, are regularly declinable according to the rules of the language.

The numeral characters take an acute accent after them, from 1 to 999. To place an accent below and to the left of a character multiplies it by 1000; e. g., α' = 1, αα' = 1000, ααα' = 1944.

Chronology

The ancient Greeks divided time into periods of 4 years, called Olympiads, the first year of the first Olympiad beginning in the middle of the summer of 776 B. C. Each year was divided into 12 months, but there was no division into weeks.

The seasons were called ξαρ (ἦρ), spring; θέρος, summer; δώρα, autumn, and χειμα (χειμών), winter.

After the rise of Roman supremacy, the Julian calendar was adopted, with the Latin month names transliterated. After the advent of Christianity, the weekly system was adopted, with names of the days as in Modern Greek.

Months

Ἑκατομβαιῶν	Hecatombaion	About July
Μεταγειτνίων	Metageitnion	August
Βοηδρομιών	Boëdromion	September
Πυανεψιών	Pyanepsion	October
Μαιμακτηριών	Maimacterion	November
Ποσειδεών	Poseideon	December
Ποσειδεών δεύτερος	Second Poseideon	In leap years only
Γαμηλιών	Gamelion	January
Ἄνθεστηριών	Anthesterion	February
Ἐλαφηβολιών	Elaphebolion	March
Μουνυχιών	Mounichion	April
Θαργηλιών	Thargelion	May
Σκιροφοριών	Skirophorion	June

The modern equivalents are, of course, only approximate, as the Greeks had not calculated the year as accurately as more modern mathematicians have. The first day of Hecatombaion was intended to fall upon the summer solstice, but it actually varied from the middle of June to the first week in August.

Time

ώρα	hour	μῆν	month
ἡμέρα	day	ἔτος	year
ἑβδομάς	week		

INCUNABULA

The following old forms of letters, letter combinations, and abbreviations will be helpful to those interested in reading early Greek records or manuscripts. Those under I are individual letters; those under II to VI represent various letter combinations or entire words.

I												
α	γ	δ	ε	ε	κ	ν	ν	ν	σ			
α	γ	δ	ε	ε	κ	ν	ν	ν	σ			
II												
ον	γάρ	γάρ	ει	εἷ	ελ	ην	ου	τω	ῡ	δέ	καί	τι
ον	γάρ	γάρ	ει	εἷ	ελ	ην	ου	τω	ῡ	δέ	καί	τι
III			IV			V			VI			
αῡι	αῡι		εἶναι	εἶναι		μετά	μετα		ταῡθα	ταῡθα		
αλ	αλ		ἐν	ἐν		μω	μω		τήν	τήν		
αλλ	αλλ		ἐπειδή	ἐπειδή		μῶν	μῶν		τῆς	τῆς		
αν	αν		ἐπευ	ἐπευ		οἶον	οἶον		τῆς	τῆς		
ᾱρ	ᾱρ		ἐπι	ἐπι		οὐκ	οὐκ		τὸ	τὸ		
αὐτὸ	αὐτὸ		ἐπὶ	ἐπὶ		οὗτος	οὗτος		τὸν	τὸν		
γγ	γγ		ἐπὶ	ἐπὶ		παρα	παρα		τοῦ	τοῦ		
γάρ	γάρ		ἐπὶ	ἐπὶ		περ	περ		τοῦ	τοῦ		
γάρ	γάρ		ερ	ερ		περὶ	περὶ		τοῦς	τοῦς		
γελ	γελ		ευ	ευ		πο	πο		τρ	τρ		
γεν	γεν		κατὰ	κατὰ		ρο	ρο		τρο	τρο		
γερ	γερ		κεφάλαιον	κεφάλαιον		σα	σα		τῶ	τῶ		
γίνεται	γίνεται		μάτων	μάτων		σε	σε		τῶν	τῶν		
γο	γο		μεθ	μεθ		σθαι	σθαι		τῶν	τῶν		
γρι	γρι		μὲν	μὲν		σο	σο		υι	υι		
γρο	γρο		μὲν	μὲν		σπ	σπ		υν	υν		
δεξ	δεξ		μεν	μεν		σσ	σσ		ὑπ	ὑπ		
δεν	δεν		μεν	μεν		σω	σω		χθ	χθ		
δια	δια		μενος	μενος		ται	ται		χο	χο		
δια	δια		μετὰ	μετὰ		ταῖς	ταῖς		ω	ω		

HEBREW

בְּרֵאשִׁית בְּרָא אֱלֹהִים אֶת הַשָּׁמַיִם וְאֶת הָאָרֶץ: וְהָאָרֶץ הַיְתֵמָה תְּהוֹ
וְבָהּ וַחֲשֹׁךְ עַל־פְּנֵי תְהוֹם וְרוּחַ אֱלֹהִים מְרַחֶפֶת עַל־פְּנֵי הַמַּיִם: וַיֹּאמֶר
אֱלֹהִים יְהי אֹר וַיְהי־אֹר: וַיִּבְרָא אֱלֹהִים אֶת־הָאֹר בַּיּוֹם הַשְּׁלִישִׁי וַיִּבְרָא
אֱלֹהִים בֵּין הָאֹר וּבֵין הַחֹשֶׁךְ: וַיִּקְרָא אֱלֹהִים אֶת־הָאֹר יוֹם וְאֶת־הַחֹשֶׁךְ לַיְלָה
וַיִּלְכְּדוּ אֶת־הַיּוֹם וְאֶת־הַלַּיְלָה: וַיִּבְרָא אֱלֹהִים אֶת־הַיָּם וְאֶת־הָאֲדָמָה וְאֶת־כָּל־הַחַיּוֹת
אֲשֶׁר בָּהֶם וְאֶת־כָּל־הָעוֹף בַּשָּׁמַיִם וַיִּבְרָא אֱלֹהִים אֶת־הָאָדָם בְּיוֹם הַשֵּׁשִׁי וַיְבָרֶכְהוּ וַיֹּאמֶר
אֱלֹהִים לְאָדָם הִנֵּה אֶתְּנֶנְךָ עַל־כָּל־הָאָרֶץ וְעַל־כָּל־בְּרֵית הָאָרֶץ וְעַתָּה הִנֵּה אֶתְּנֶנְךָ
עַל־הָאָדָם וְעַל־כָּל־בְּרֵית הָאָרֶץ וְעַתָּה הִנֵּה אֶתְּנֶנְךָ עַל־הָאָדָם וְעַל־כָּל־בְּרֵית הָאָרֶץ
וְעַתָּה הִנֵּה אֶתְּנֶנְךָ עַל־הָאָדָם וְעַל־כָּל־בְּרֵית הָאָרֶץ וְעַתָּה הִנֵּה אֶתְּנֶנְךָ עַל־הָאָדָם
וְעַל־כָּל־בְּרֵית הָאָרֶץ וְעַתָּה הִנֵּה אֶתְּנֶנְךָ עַל־הָאָדָם וְעַל־כָּל־בְּרֵית הָאָרֶץ

Genesis 1: 1-5— אָתָּה: יוֹם אָתָּה:

Alphabet, transliteration, and pronunciation

	Name	Transliteration	Phonetic value	Numeral value
א	'Alef	' or omit	originally a glottal stop; now silent	1
ב	Bēth	<i>b, v</i>	<i>b, v</i>	2
ג	Gīmel	<i>g</i>	<i>g</i> in <i>go</i>	3
ד	Daleth	<i>d</i>	<i>d</i>	4
ה	Hē	<i>h</i>	<i>h</i> ; silent at end of word	5
ו	Wāw	<i>w</i>	originally <i>w</i> ; now <i>v</i>	6
ז	Zayin	<i>z</i>	<i>z</i>	7
ח	Ḥēth	<i>ḥ</i>	a strong <i>h</i>	8
ט	Ṭēth	<i>ṭ</i>	originally emphatic <i>t</i> ; now <i>t</i>	9
י	Yōd	<i>y</i>	<i>y</i> in <i>yēs</i>	10
כ	Kaf	<i>k, kh</i>	<i>k, kh</i> as German <i>ch</i>	20
ל	Lamed	<i>l</i>	<i>l</i>	30
מ	Mēm	<i>m</i>	<i>m</i>	40
נ	Nūn	<i>n</i>	<i>n</i>	50
ס	Samekh	<i>s</i>	<i>s</i> in <i>so</i>	60
ע	'Ayin	'	originally a laryngeal voiced spirant; now silent	70
פ	Pē	<i>p, f</i>	<i>p, f</i>	80
צ	Ṣadē	<i>ṣ</i>	originally emphatic <i>s</i> ; now <i>ts</i> in <i>pets</i>	90

[Concluded on following page]

	Name	Transliteration	Phonetic value	Numeral value
ק	Qōf	q	originally velar <i>k</i> ; now <i>k</i>	100
ר	Rēsh	r	r, as in French uvular or Italian trilled	200
ש	Śin, Shīn	ś, sh	ś; originally palatal; now s in so; sh as in shoe	300
ת	Tāw	t	t; originally also like <i>th</i> in thin	400

In transliteration, especially of names, the macrons over vowels and the dots under consonants, as well as ' and ' , are often omitted; ' is also printed as ' . For *f*, *ph* is often used. For ś, an ordinary *s* is often found, and then samekh is sometimes represented by ś. For *sh*, ś is sometimes used, especially in scholarly works. There are other special transliteration practices to be found in scholarly works.

Hebrew is read from right to left. Its alphabet consists of 22 letters, all consonants; the vowels are represented by vowel signs or points, as explained under Vowels below.

Special characters

Five of the letters (*kaf*, *mēm*, *nūn*, *pē*, and *śadē*) have a so-called final form, shown immediately to the right of its respective regular form. This final form is used as the final letter of a word.

Eight of the letters represent two sounds each, distinguished by means of a dot, as follows:

כ as <i>b</i> or <i>v</i>	כ as <i>b</i> or <i>bb</i>
ג as <i>g</i> ; also like Dutch <i>g</i>	ג as <i>g</i> in big, <i>gg</i>
ד as <i>d</i> ; and like <i>th</i> in then	ד as <i>d</i> , <i>dd</i>
ה as <i>h</i> or silent	ה as <i>hh</i> (stronger aspiration)
כ as <i>k</i> or German <i>ch</i>	כ as <i>k</i> , <i>kk</i>
פ as <i>p</i> or <i>f</i>	פ as <i>p</i> , <i>pp</i>
ש as <i>sh</i>	ש as <i>s</i> in sin
ת as <i>t</i> or <i>th</i>	ת as <i>t</i> , <i>tt</i>

Some of the letters seem to be more or less similar. These are grouped, for the convenience of identification, within brackets below:

[Bēth Kaf]	[Daleth Kaf (final) Resh]	[Mēm (final) Śamekh]
[ב כ]	[ד ך ר]	[ם ס]
[Gimel Nūn]	[Tēth Mēm]	['Ayin Śadē]
[ג נ]	[ט ם]	[ע צ]
	[Wāw Zayin Yōd Nūn (final)]	[ן ך ם ן]
	[ו ז י ן]	

Vowels

The vowels are represented by marks called vowel points. These are placed above or below the consonant and, with the exception of the furtive pataḥ, have the effect of a vowel following the consonant; e. g., פָּ (*ba*), פֶּ (*bē*). The forms, names, and sounds of the vowels are as follows:

Long Vowels		Short Vowels	
◌ֵ Qameṣ ā	<i>a</i> as in palm	◌ַ Pataḥ <i>a</i>	<i>a</i> as in part (short)
◌ֶ Šere ē	<i>e</i> as in vein	◌ִ Segol <i>e</i>	<i>e</i> as in bed
◌ִ Hīrik gadol ī	<i>i</i> as in machine	◌ִ Hīrik katon <i>i</i>	<i>i</i> as in big
◌ֹ Hōlam ō	<i>o</i> as in no	◌ֹ Qameṣ katon <i>o</i>	<i>o</i> as in soft
◌ֻ Šuruk ū	<i>oo</i> as in moon	◌ֻ Kubbutz <i>u</i>	<i>u</i> as in full

The furtive pataḥ

All vowels are pronounced as if they follow the consonant to which they are ascribed, with the exception of final פָּ, which is pronounced not *ḥa*, but *aḥ*. This pataḥ is termed "furtive pataḥ."

The shwa

Sometimes shwa represents the sound of the first *e* in believe; e. g., שְׁמַע (shema); it may be transliterated *e*. At other times it is not pronounced, as in אַבְרָם (avrom), so that a consonant cluster results. Also, shwa is written, according to certain rules for writing Hebrew, before the points for *a*, *e*, and *o* to represent a very short vowel; e. g., אָנִי, אֵמַת, אֶלִי. These vowel point combinations, אֵ, אִ, and אֹ are transliterated *ä*, *ɛ*, and *o*, respectively.

Punctuation and accentuation

Although the principles and marks of punctuation in modern Hebrew are, in the main, as in English, Scriptural Hebrew employs, in addition to the vowel points, 21 accent marks, which are placed either singly or in various combinations above or below the consonantal characters they modify. These have a threefold object: (a) to indicate stress; (b) to direct cantillation—the chanting in which the Scriptures are intoned; and (c) to indicate distinctions in the meanings of words, e. g., בְּנֵי they build, but בְּנוּ in us.

As marks of cantillation, accent marks are divided into two classes: disjunctives and conjunctives, the former corresponding to marks of separation in English—the period, semicolon, comma, etc., the latter indicating that the word bearing them is connected in sense with that which follows. The table presents the forms, names, and classifications of these accents:

Disjunctives

Form	EMPERORS (מְקַרְרִים)	Name	Form	PRINCES (מְשִׁנִּים)	Name
◌ֿ	<i>Silluq</i>	סֵלֻק	◌ֿ	Zarqā'	זַרְקָא
◌ֿ	' <i>Ethnāh</i>	אֶתְנַח	◌ֿ	Pašā'	פַּשְׂאָ
			◌ֿ	Ye'thiv	יְתִיב
			◌ֿ	Te'vēr	תְּבִיר
			◌ֿ	'Azlā'	אֶזְלָא
			◌ֿ	Gērēš	גֵּרֵשׁ
	KINGS (מְלָכִים)		◌ֿ	Gēršayīm	גֵּרְשָׁיִם
◌ֿ	<i>Se'gōltā'</i>	סְגוּלְתָא			
◌ֿ	<i>Zāqēf Qāṭōn</i>	זַקֵּף קָטוֹן		COUNTS (מְשַׁלְּשִׁים)	
◌ֿ	<i>Zāqēf Gādōl</i>	זַקֵּף גָּדוֹל	◌ֿ	Pāzēr	פְּזֹר
◌ֿ	<i>Tipp'hā'</i>	טִפְפָּה	◌ֿ	Qarnēy Fārāh	קַרְנֵי פָרָה
◌ֿ	<i>Re'vīa'</i>	רְבִיעַ	◌ֿ	Te'līšāh Gēdōlāh	תְּלִישָׁה גְּדוּלָה
◌ֿ	<i>Šalšeleth</i>	שְׁלִשְׁלֹת	◌ֿ	Te'līšāh Qeṭannāh	תְּלִישָׁה קְטַנָּה
			בא	Pe'sīq	פְּסִיק

Conjunctives

◌ֿ	<i>Mūnaḥ</i>	מוֹנַח	◌ֿ	Dargā'	דַּרְגָּא
◌ֿ	<i>Mahpakh</i>	מַחְפָּךְ	◌ֿ	Merkā'	מֶרְכָּא
◌ֿ	<i>Qadmā'</i>	קֶדְמָא	◌ֿ	Merkā' Kefūlāh	מֶרְכָּא כְּפוּלָה

There are also three supplementary marks of interpunction: The *soph-pasuk* (:), terminal mark of a verse; the *pesik* (|), for a pause within the verse; and *makkeph* (-), the elevated hyphen between words.

Syllabification

It is the rule in Hebrew not to divide words.

The calendar

The Hebrew calendar was given its present fixed form by Hillel II about A. D. 360. It is based on a year of 12 months, alternating 30 and 29 days, with an intercalary month of 29 days in leap year. These months, with their corresponding periods in the Gregorian calendar, are as follows:

Tishri	תשרי	September-October
Heshvan	חשוון	October-November
Kislev	כסלו	November-December
Tebet	טבת	December-January
Shebat	שבט	January-February
Adar	אדר	February-March
Veadar	ואדר	Intercalary month
Nisan	ניסן	March-April
Iyar	אייר	April-May
Sivan	סיון	May-June
Tammuz	תמוז	June-July
Ab	אב	July-August
Elul	אלול	August-September

The year begins on the first day of the month of Tishri, which is the day of the Molad, or appearance of the new moon, nearest the autumnal equinox. The actual date is, however, sometimes shifted 1 or 2 days, according to specific regulations; thus, New Year may not fall on either a Friday or a Sunday, since that would conflict with the observance of the Sabbath; nor, for a like reason, may it come on a Wednesday, since that would cause Atonement Day to come on a Friday.

To convert a given year (anno Domini) into its corresponding Hebrew year (anno mundi), add 3,760 to the former, bearing in mind, however, that the year begins in September. As the Hebrew calendar omits the thousands, the year 5705, corresponding to the Christian year 1945, is represented in Hebrew characters by תשה, 705, these characters, as already explained, denoting 400, 300, and 5, respectively.

The days of the week are referred to as first day, second day, etc., the seventh being called Sabbath (שבת). The holidays, festivals, and fasts, with their dates, are as follows:

Rosh Hashana (New Year, Tishri 1)	ראש השנה
Tsom Gedaliah (Fast of Gedaliah, Tishri 3)	צום גדליה
Yom Kippur (Day of Atonement, Tishri 10)	יום כפור
Sukkoth (Feast of Tabernacles, Tishri 15-22)	סוכות
Simhath Torah (Rejoicing Over the Law, Tishri 23)	שמחת תורה
Hanukkah (Feast of Dedication, Kislev 25)	חנוכה
Asereth b'Tebet (Fast of Tebet, Tebet 10)	עשרת בטבת
Purim (Feast of Lots, Adar 14)	פורים
Pesach (Passover, Nisan 15-21)	פסח
Shabuoth (Feast of Weeks, Sivan 6)	שבועות
Tishah b'Ab (Fast of Ab, Ab 9)	תשעה באב

Abbreviations

In Hebrew, abbreviations are set as follows: If of one letter, one prime mark (') is used after the letter; if of more than one letter, a double prime (") is used

just before the last letter. Vowel points are always omitted. The abbreviations most frequently used are as follows:

Sir, Master, Mr.; thousand	א', אדון; אלף
Aleph Beth (the alphabet)	א"ב, אלף בית
Said our learned ones of blessed memory	אחז"ל, אמרו חכמינו וזכונם לברכה
The Land of Israel (Palestine)	א"י, ארץ ישראל
God willing	א"י"ה, אם ירצה השם
Synagogue	בהכ"ז, בית הכנסת
Sons of Israel, the Jews	ב"י, בני ישראל
In these words, viz.	בוה"ל, בזה הלשון
The author	בע"מ, בעל מחבר
Gaon (title of Jewish princes in the Babylonian exile), His Highness, His Majesty.	ג', גאון
The laws of Israel	ד"י, דיני ישראל
The Holy One, Blessed be He (the Lord)	הקב"ה, הקדוש ברוך הוא
Destruction of the First Temple	חב"ד, חרבן בית ראשון
Destruction of the Second Temple	חב"ש, חרבן בית שני
Exodus from Egypt	יצ"מ, יציאת מצרים
As it was said; as it was written	כמ"ש, כמו שנאמר; כמו שכתב
A. M. (anno mundi)	לבי"ע, לבריאת עולם
The Holy Language (Hebrew)	לה"ק, לשון הקדש
Good luck; I congratulate you	מו"ט, מול טוב
The Sacred Books	סה"ק, ספרים הקדושים
The Holy Scroll	ס"ת, ספר תורה
May he rest in peace	ע"ה, עליו השלום
In the Hereafter	עוה"ב, עולם הבא
New Year's Eve	ער"ה, ערב ראש השנה
Sabbath Eve	ע"ש, ערב שבת
Verse; chapter	פ', פסוק; פרק
The judgment of the court	פב"ד, פסק בית דין
Saint (St.); Zion	צ', צדיק; ציון
Recognition of God's justice	צה"ד, צדוק הדין
The reading of the Holy Scroll	קה"ת, קריאת התורה
First of all	קכ"ד, קדם כל דבר
Our Rabbis of Blessed Memory	רו"ל, רבותינו וזכונם לברכה
Rabbi Moses, son of Maimon (Maimonides)	רמב"ם, ר' משה בן מימון
Catalog	רש"ס, רשימת ספרים
Year; line; hour	ש, שנה; שורה; שעה
Sabbath days and holidays	שו"ט, שבתות וימים טובים
As stated	שנ', שנאמר
Babylonian Talmud	ת"ב, תלמוד בבלי
The Books of the Law, the Prophets, and Hagiographa (Old Testament).	תנ"ך, תורה, נביאים, כתובים

Cardinal numbers

one	אחד, אחת	twenty	עשרים
two	שנים, שתיים	thirty	שלשים
three	שלושה, שלוש	forty	ארבעים
four	ארבעה, ארבע	fifty	חמשים
five	חמשה, חמש	sixty	ששים
six	ששה, שש	seventy	שבעים
seven	שבעה, שבע	eighty	שמנים
eight	שמונה	ninety	תשעים
nine	תשעה, תשע	hundred	מאה
ten	עשרה, עשר	thousand	אלף

In forming the numbers from 11 to 19, the terms עשרה in the feminine and עשר in the masculine are used, preceded by the proper unit number; for 21 and upward, the term corresponding to the proper tenth digit is followed by the proper unit term preceded by the conjunction ו, and; e. g., twelve שנים עשר, twenty-four עשרים וארבע, etc.

Ordinal numbers

first	ראשון	sixth	ששי
second	שני	seventh	שביעי
third	שלישי	eighth	שמיני
fourth	רביעי	ninth	תשיעי
fifth	חמישי	tenth	עשירי

After 10 the ordinals are similar in form to the cardinals with the addition of the definite article ה; e. g., העשרים, the twentieth. —

Seasons

spring	אביב	autumn	סתיו
summer	קיץ	winter	חורף

Time

hour	שעה	month	חודש
day	יום	season	מועד
week	שבוע	year	שנה

REFERENCES.—J. Philips and A. Hyman, Complete Instructor in Hebrew (1919); J. Weingreen, A Practical Grammar for Classical Hebrew (1939); A. S. Waldstein, English Hebrew and Hebrew English Dictionary (1936); P. Arnold-Kellner and M. D. Gross, Complete Hebrew-English Dictionary (1923).

HUNGARIAN

Az ótátrafüredi vendéglőben már nem muzsikált a cigány és a vendégek nagy része is elutazott már haza. Akik még ott maradtak, az a pár ember, elfért a vacsoránál három-négy asztal körül. Pedig most járt a leggyönyörűbb idő, az esős nyarat tiszta, napsütéses őszt váltotta föl.—K. Csathó, 'A varjú a toronyórán'.

Alphabet and pronunciation

A	a	<i>aw</i> in law, but shorter
Á	á	<i>a</i> in father; in family names sometimes written <i>aa</i> , <i>ad</i>
B	b	<i>b</i>
C	c	<i>ts</i> ; formerly written <i>cz</i>
Cs	cs	<i>ch</i> in church
D	d	<i>d</i>
E	e	<i>e</i> in met
É	é	somewhat like <i>ei</i> in eight
F	f	<i>f</i>
G	g	<i>g</i> in go
Gy	gy	somewhat like <i>dy</i> in did you, said rapidly
H	h	<i>h</i>
I	i	<i>i</i> in hit; in family names sometimes written <i>y</i>
Í	í	<i>ee</i> in meet
J	j	<i>y</i> in yes
K	k	<i>k</i>
L	l	<i>l</i>
Ly	ly	<i>y</i> in yes
M	m	<i>m</i>
N	n	<i>n</i> ; before <i>g</i> , as <i>ng</i> in finger; before <i>k</i> , as in sink
Ny	ny	somewhat like <i>ny</i> in canyon
O	o	<i>o</i> in November (short)
Ó	ó	<i>o</i> in no; in family names sometimes written <i>oo</i> , <i>oó</i>
Ö	ö	tongue position as for <i>e</i> in met, with lips rounded as for <i>oo</i> in food; like short German <i>ö</i> or French <i>eu</i> ; in family names sometimes written <i>eö</i> , <i>ew</i>
Ő	ő	tongue position as for <i>a</i> in care, with lips rounded as for <i>oo</i> in food; like long German <i>ö</i> or French <i>eu</i> ; in family names sometimes written <i>eő</i>
P	p	<i>p</i>
R	r	trilled <i>r</i>
S	s	<i>sh</i> in shoe
Sz	sz	<i>s</i> in so
T	t	<i>t</i>
Ty	ty	somewhat like <i>ty</i> in hit you, said rapidly
U	u	somewhat like <i>oo</i> in good
Ú	ú	<i>oo</i> in food

[Concluded on following page]

Ü	ü	tongue position as for <i>i</i> in hit, with lips rounded as for <i>oo</i> in food; like short German <i>ü</i> or French <i>u</i>
Ű	ű	tongue position as for <i>ee</i> in meet, with lips rounded as for <i>oo</i> in food; like long German <i>ü</i> or French <i>u</i>
V	v	<i>v</i> ; in family names sometimes written <i>w</i>
Z	z	<i>z</i> in zone
Zs	zs	<i>s</i> in pleasure

The vowels *á, é, í, ó, ő, ú, and ü* are long; the other vowels are short. Double consonants are pronounced long, somewhat in the manner of *n(k)n* in penknife. When doubled, *cs, gy, ly, ny, sz, ty, and zs* are written *ccs, ggy, lly, nny, ssz, tty, and zzs*.

The letters *q, w, x, and y* are not considered a part of the Hungarian alphabet. In alphabetical listings which include foreign words or names, or words in very antiquated Hungarian orthography, e. g., proper names, *q* follows *p*, and *w, x, and y* come between *v* and *z*. The combination *qu* is pronounced *kv*; *w* is usually pronounced *v*; *x* is pronounced as though written *ksz*. The letter *y* in many family names is pronounced as though written *i*.

Special characters

Hungarian uses the Latin alphabet with the addition of the following special characters: *Á á, Ê é, Í í, Ó ó, Ö ö, Ő ő, Ú ú, Ű ü, and Ū ú*.

Vowels and consonants

The vowels are *a, á, e, é, i, í, o, ó, ő, ű, u, ú, ü, and ű*; the remaining letters of the alphabet are consonants.

Diphthongs

Hungarian has no diphthongs. Each vowel is fully articulated, and each word has as many syllables as it has vowels.

Digraphs

The digraphs and their sounds are:

ch as *ch* in church (old spelling)
cs (see Alphabet and pronunciation)
cz now written *c*, like *ts*; formerly regarded part of the alphabet, following *cs*
ds as *j* in judge
dz as *d* followed by *z*
dzs as *j* in judge
gh as *g* in go (old spelling)
gy (see Alphabet and pronunciation)

ly (see Alphabet and pronunciation)
ny (see Alphabet and pronunciation)
ph as *f* (in foreign words)
rh as though written *r* (old spelling and foreign words)
sz (see Alphabet and pronunciation)
th as *t* (old spelling and foreign words)
ty (see Alphabet and pronunciation)
zs (see Alphabet and pronunciation)

Rules for syllabification

1. Digraphs may not be divided.
2. Division is made on a vowel before a single consonant or digraph: *vá-ros, r6-zsa*.
3. In a group of two or more consonants, division is made before the last consonant or digraph: *ab-rak, al-szik, asz-tal, elméncz-ség, rend-szer, tán-czol*.
4. Vowels may be divided: *mi-enk, ti-c-íd*.
5. Certain adverbial prefixes are kept intact. These are: *al, át, el, fel, fenn, hát, ki, leg, meg, szét, túl, and viszon: al-elnök, át-adni, el-adás, etc.*
6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): *bér-autó* (taxicab), *állam-adósság* (national debt). This rule does not apply, however, to merely inflected words or suffixed words: *ké-sem* (my knife) (rather than *kés-em*), *asztal-lon* (on the table) (rather than *asztal-on*).
7. Contracted double consonants (*ccs, ccz, ggy, lly, nny, ssz, tty*, from *ccscs, czcz, ggygy, lyly, nyny, szsz, tyty*) may be divided, but in that case the elided consonant must be restored. Thus *hosszú, faggyú, hatyú* are divided *hosz-szú, fagy-gyú, haty-tyú*, etc.

8. Foreign words and components of foreign words are divided according to their respective conventions: *Reichs-amt*, *Wash-ington*, *anti-kvárius*, *dia-fragma*, *diag-nózis*, *demo-kratikus*, *dex-trín*, *bif-sztek*, *champi-gnon*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

aka-dá-lyoz	(2, 2)	is-me-re-tes	(3, 2, 2)
akasz-ta-ni	(3, 2)	jog-el-le-nes	(6, 3, 2)
Ál-la-mok	(3, 2)	ki-kvar-té-lyoz	(5, 3, 2)
al-or-vos	(5, 3)	ki-pró-bál-ni	(5, 2, 3)
alu-szé-ko-ny	(2, 2, 2)	kis-is-ko-la	(6, 3, 2)
ame-ri-kai	(2, 2)	kom-pro-mit-tál-ni	(8, 2, 3, 3)
an-tro-po-ló-gia	(8, 2, 2, 2)	kon-gresz-szus	(8, 7)
át-ál-lít	(5, 3)	leg-drá-gább	(5, 2)
azo-no-sí-tás	(2, 2, 2)	leg-e-rő-sebb	(5, 2, 2)
ba-rá-ti-as	(2, 2, 4)	le-gön-gyöl	(2, 3)
bo-lyon-ga-ni	(2, 3, 2)	ma-gya-ros-ság	(2, 2, 3)
ci-ga-ret-ta	(2, 2, 3)	meg-a-la-kit	(5, 2, 2)
cf-mez-ni	(2, 3)	mi-kro-szkóp	(8, 8)
Cseh-szlo-vá-kia	(6, 2, 2)	Né-met-or-szág	(2, 6, 3)
cse-le-ked-ni	(2, 2, 3)	né-me-tül	(2, 2)
csil-lag-év	(3, 6)	nép-ok-ta-tás	(6, 3, 2)
cu-kor-nád	(2, 3)	név-a-lá-í-rás	(8, 2, 4, 2)
de-ka-gramm	(2, 8)	or-vo-si	(3, 2)
el-ad-ni	(5, 3)	or-vos-sá-gos	(3, 3, 2)
elő-a-dás	(4, 2)	oszt-ha-tat-lan	(3, 2, 3)
elő-ze-tes	(2, 2)	ön-ál-lót-lan	(6, 3, 3)
em-be-rek	(3, 2)	őr-ál-lás	(6, 3)
em-ber-is-me-ret	(3, 6, 3, 2)	ős-e-lem	(6, 2)
fel-ál-lí-tás	(5, 3, 2)	szét-osz-tás	(5, 3)
fél-esz-ten-dő	(6, 3, 3)	szo-vjet-o-rosz-or-szág	(8, 6, 2, 6, 3)
fenn-em-lí-tett	(5, 3, 2)	túl-é-rő	(5, 2)
fe-nye-ge-tés	(2, 2, 2)	út-le-vél	(6, 2)
gőz-ha-jó	(3, 2)	vi-szon-ha-tás	(2, 5, 2)
gyó-gyá-szat	(2, 2)	vi-szo-nos-ság	(2, 2, 3)
gyó-gyít-ha-tó	(2, 3, 2)	za-var-gás	(2, 3)
hi-á-nyos	(4, 2)	zúr-za-var	(3, 2)
iga-zít-ha-tó	(2, 3, 2)	zsar-nok-ság	(3, 3)
írás-hi-ba	(3, 2)		

Stress and diacritics

Without exception, stress is on the first syllable. Diacritical marks (see Special characters) are used to denote vowel modifications.

Capitalization

Forms of address in letters, etc., and titles are capitalized: *Felséges Uram* (Your Majesty); *Méltóságod* (Your Lordship).

Proper names and those referring to God are capitalized.

Adjectives formed from proper names and names of months are lowercased: *budapesti* (of Budapest); *magyar* (Hungarian).

Punctuation

Punctuation is practically the same as in English.

Abbreviations

f. fillér, halfpenny	pl. például, for instance
f. é. folyó évi, current year	stb. és a többi, et cetera
k. korona, crown	sz. szám, number
kir. királyi, royal	sz(t). szent, Saint
p. pengő, 100 fillér	t. i. tudni illik, that is

Cardinal numbers

egy	one	harminc	thirty
két (kettő) ¹	two	harmincegy, etc.	thirty-one, etc.
három	three		
négy	four	negyven	forty
öt	five	ötven	fifty
hat	six	hatvan	sixty
hét	seven	hetven	seventy
nyolc(z)	eight	nyolcvan	eighty
kilenc(z)	nine	kilencven	ninety
tíz	ten	száz	hundred
tizenegy	eleven	száz egy, etc.	one hundred
tizenkét (tizenkettő)	twelve		and one,
tizenhárom, etc.	thirteen, etc.		etc.
húsz	twenty	két száz, etc.	two hundred, etc.
huszonegy	twenty-one		
huszonkét (huszonkettő), ¹ etc.	twenty-two, etc.	ezer	thousand

Ordinal numbers

első	first	tizenkettedik	twelfth
második	second	tizenharmadik, etc.	thirteenth, etc.
harmadik	third		
negyedik	fourth	huszadik	twentieth
ötödik	fifth	huszonegyedik	twenty-first
hatodik	sixth	huszonkettedik, etc.	twenty-second, etc.
hetedik	seventh		
nyolc(z)adik	eighth	harminc(z)adik, etc.	thirtieth, etc.
kilenc(z)edik	ninth		
tizedik	tenth	századik	hundredth
tizenegyedik	eleventh	ezredik	thousandth

Months

január (jan.)	January	julius (jul.)	July
február (feb.)	February	augusztus (aug.)	August
márc(z)ius (márc(z).)	March	szeptember (szept.)	September
április (ápr.)	April	október (okt.)	October
május (máj.)	May	november (nov.)	November
junius (jun.)	June	dec(z)ember (dec(z).)	December

Days

vasárnap	Sunday	csütörtök	Thursday
hétfő	Monday	péntek	Friday
kedd	Tuesday	szombat	Saturday
szerda	Wednesday		

Seasons

tavasz	spring	ősz	autumn
nyár	summer	tél	winter

Time

óra	hour	hó, hónap	month
nap	day	év, esztendő	year
hét	week		

REFERENCES.—A. and I. Ginever, *Hungarian Grammar* (1909); J. Szinnyei, *Ungarische Sprachlehre* (1912); Arthur B. Yolland, *A Dictionary of the Hungarian and English Languages* (1924); Green Béla, *Universal English-Hungarian and Hungarian-English Pocket Dictionary* (1925); Robert A. Hall, Jr., *An Analytical Grammar of the Hungarian Language*, 1938; Thomas A. Sebeck, *Spoken Hungarian* (1944).

¹ The ordinal *két* is used when followed by a noun; otherwise *kettő*.

ITALIAN

Un tratto importante, che caratterizza il grande movimento della civiltà italiana risorgente e che risulta, non pure dalla poesia e filosofia di quel tempo, ma anche dall'opera dei politici e degli stessi guerrieri, è quell'impronta diffusa di umanità, in cui si avvolge come in una rosea nube il loro pensiero e la loro vita, pur diretti come sono ad un unico ideale: il risorgimento della Patria.—Giovanni Vidari, *Le civiltà d'Italia* (1934), as quoted by Young and Cantarella, *Corso d'Italiano* (1942), p. 320.

Alphabet and pronunciation

A	a	<i>a</i> in far
B	b	<i>b</i> ; all consonant letters may be doubled, and then pronounced long, as <i>n(k)n</i> in penknife, etc.
C	c	<i>c</i> in scan (=k) before <i>a, o, u</i> , and consonants; before <i>e</i> or <i>i</i> , similar to <i>ch</i> in chant; <i>cia, cie, cio</i> , and <i>ciu</i> pronounced as <i>cha</i> in chart, <i>che</i> in check or <i>cha</i> in chafe, <i>cho</i> in chortle, and <i>chu</i> in Manchu, respectively; <i>ccia</i> , etc., sound like <i>t</i> followed by <i>cha</i> , etc.; <i>scia, scie, scio</i> , and <i>sciu</i> pronounced as <i>sha</i> in sharp, <i>she</i> in shepherd, <i>sho</i> in show, and <i>sho</i> in shoe, respectively
D	d	<i>d</i>
E	e	<i>a</i> in grate; <i>e</i> in bell
F	f	<i>f</i>
G	g	<i>g</i> in gay before <i>a, o, u</i> , and consonants; before <i>e</i> or <i>i</i> like <i>j</i> ; <i>gia, gie, gio</i> , and <i>giu</i> pronounced as <i>ja</i> in jar, <i>je</i> in jet, between <i>ja</i> in jaw and <i>jo</i> in joke, and <i>ju</i> in jury, respectively; <i>ggia</i> , etc., sound like <i>d</i> plus <i>ja</i> , etc.
H	h	silent, but makes a preceding <i>c</i> or <i>g</i> hard
I	i	<i>e</i> in me; <i>i</i> preceded by <i>c, sc,</i> or <i>g</i> and followed by <i>a, o,</i> or <i>u</i> is silent unless stressed; before or after more highly stressed vowel, <i>i</i> is similar to <i>y</i> in yes and in boy, respectively
J	j	<i>y</i> in yes; now obsolete and replaced by <i>i</i>
K	k	<i>k</i> ; only in foreign words
L	l	<i>l</i> in million
M	m	<i>m</i>
N	n	<i>n</i>
O	o	<i>o</i> in note; <i>aw</i> in saw
P	p	<i>p</i> in spin
Q	q	always with following <i>u</i> ; <i>qu</i> pronounced as in quick
R	r	<i>r</i> in three
S	s	<i>s</i> ; usually <i>z</i> between two vowels; <i>scia, scie, scio</i> , and <i>sciu</i> are pronounced <i>sha, she, sho,</i> and <i>shu</i> , respectively
T	t	<i>t</i> in step

[Concluded on following page]

U	u	oo in coo; before or after more highly stressed vowel, <i>u</i> is similar to <i>w</i> in wet and how, respectively
V	v	<i>v</i>
W	w	} only in foreign words
X	x	
Y	y	<i>i</i> ; only in foreign words
Z	z	<i>ts</i> in quarts or <i>ds</i> in adz

Special characters

Italian uses the Latin alphabet. It has no special characters; accents are employed only to a limited extent.

Vowels and consonants

The vowels are *a*, *e*, *i*, *o*, *u*, and *y*; the other letters of the alphabet are consonants.

Diphthongs

The combination of an *i* or *u* with another, more highly stressed, vowel may be regarded as diphthongal.

Digraphs

The digraphs and their sounds are:

ch as *c* in cat only before *e*, *i*
gh as *g* in go only before *e*, *i*
gl as *ll* in million¹

gn as in cognac (= *ny* in canyon)
qu as in squalor
sc as *sh* in shall (before *e* or *i*)

Consonantal units

For the purpose of syllabification, a mute consonant followed by a liquid consonant is a consonantal unit. Hence, the following are consonantal units:

<i>bl</i> , <i>br</i>	<i>dr</i> ,	<i>gl</i> , <i>gr</i>	<i>il</i> , <i>tr</i>
<i>chr</i> , <i>cl</i> , <i>cr</i>	<i>fl</i> , <i>fr</i>	<i>pl</i> , <i>pr</i>	<i>vl</i> , <i>vr</i>

Also the combination of the letter *s* with any other following consonant, digraph, or consonantal unit is a unit for purposes of syllabification.

Rules for syllabification

1. Digraphs and consonantal units may not be divided.
2. Division is made on a vowel before a single consonant, digraph, or consonantal unit: *ami-co*, *ba-gno*, *ca-pra*, *giu-sto*, *ma-schera*, *ro-stro*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *sab-bia*, *ac-qua*, *ist-mo*, *an-che*, *com-pro*.
4. Division may be made between vowels only if they are strong, that is, *a*, *e*, *o*. Hence, only the following vowel groups may be divided: *aa*, *ae*, *ao*; *ea*, *ee*, *eo*; *oa*, *oe*, *oo*: *be-ato*, *co-atto*, *po-eta*, etc.
5. Prefixes are kept intact only if this conforms to rules 2 to 4: *con-stare* (rule 3), *pro-emio* (rule 4), *pro-getto* (rule 2), *sub-marino* (rule 3); but *co-nestabile* (rule 2), *proi-bire* (rule 2), *su-bordinare* (rule 2).²
6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): *gentil-uomo*, *cento-uno*.
If a compound is formed with an apostrophe, division may not be made on the apostrophe; thus *dell'albero*, *un'arte*, *dovrebbe'essere* may be divided only *del-l'al-be-ro*, *un'ar-te*, *do-vreb-b'es-se-re*, respectively.

7. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *Wash-ington*, *Haps-burg*, *Hamp-shire*, *reichs-bank*, *Wag-ner*.

¹ In a few words *gl* is not a digraph and is pronounced as *gl* in angle; for example: *Ganglio*, *glicerina*, *geroglifico*, *gifo*, *gloria*, *negligere*, etc.

² Usage varies as to this rule; some orthographers still prefer dividing on the prefix. The rule given in the text above follows the recommendation of Leone Donati, *Corso Pratico di Lingua Italiana*, 207, 1934, Orell Füssli Editori, Zurigo e Lipsia. It is followed by most dictionaries as well as general works extant.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules

ab-bo-na-men-to	(3, 2, 2, 3)	fo-to-e-li-o-gra-fia	(2, 6, 2, 2, 2)
ac-que-sce-re	(3, 2, 2)	Fre-de-ris-bur-go	(2, 2, 7, 3)
ae-re-o-li-to	(2, 4, 2, 2)	gen-til-uo-mo	(3, 6, 2)
af-fli-to	(3, 2)	ge-o-gno-sti-co	(4, 2, 2, 2)
ame-ri-ca-no	(2, 2, 2)	in-du-stria-le	(3, 2, 2)
bi-gliet-taio	(2, 3)	ine-scu-sa-bi-le	(2, 2, 2, 2)
bis-a-vo-lo	(6, 2, 2)	ine-spli-ca-bi-le	(2, 2, 2, 2)
bi-so-gni-no	(2, 2, 2)	in-fi-schio	(3, 2)
Bre-ta-gna	(2, 2)	inin-tel-li-gen-te	(3, 3, 2, 3)
Buck-ing-ham	(7, 7)	inor-ga-ni-co	(3, 2, 2)
co-o-pe-ra-zio-ne	(4, 2, 2, 2, 2)	in-scrit-to-re	(3, 3, 2)
co-stret-to	(2, 3)	in-te-res-se	(3, 2, 3)
cre-sce-re	(2, 2)	iscri-zio-ne	(2, 2)
de-mo-cra-ti-co	(2, 2, 2, 2)	ist-mi-co	(3, 2)
dia-gno-sti-co	(2, 2, 2)	isto-lo-gi-co	(2, 2, 2)
di-scor-so	(2, 3)	istru-men-to	(2, 3)
di-sgra-zia	(2, 2)	ita-lia-no	(2, 2)
di-sor-di-na-re	(2, 3, 2, 2)	Kam-tsciat-ka	(7, 3)
di-spo-si-zio-ne	(2, 2, 2, 2)	l'al-tr'ie-ri	(3, 2)
di-stin-ti-vo	(2, 3, 2)	ma-gne-ti-co	(2, 2, 2)
emi-sfe-ro	(2, 2)	ma-gni-fi-cen-te	(2, 2, 2, 3)
Epi-sco-pa-to	(2, 2, 2)	me-sme-ri-smo	(2, 2, 2)
esa-e-dro	(4, 2)	me-te-o-ri-te	(2, 4, 2, 2)
espa-tria-zio-ne	(2, 2, 2)	mil-li-gram-mo	(3, 2, 3)
espe-rien-za	(2, 3)	mi-san-tro-po	(2, 3, 2)
estra-di-zio-ne	(2, 2, 2)	mi-scre-den-te	(2, 2, 3)
exe-qua-tur	(2, 2)	neu-tra-liz-za-re	(2, 2, 3, 2)
fan-ta-sma-go-ria	(3, 2, 2, 2)	tra-sfor-ma-zio-ne	(2, 3, 2, 2)
fa-sci-smo	(2, 2)	tra-spor-ta-re	(2, 3, 2)
fi-lan-tro-pi-smo	(2, 3, 2, 2)	ve-sci-chet-ta	(2, 2, 3)
fo-fo-re-scen-za	(2, 2, 2, 3)	zo-o-sper-ma	(4, 2, 3)

Stress and diacritics

No simple rules can be formulated for word stress in Italian. The majority of words receive their stress on the penultimate (next to the last syllable): *aMico*, *comPLEto*; fewer words are stressed on the antepenultimate (third from the last syllable): *FABbrico*, *gramMAtica*; only a limited number are stressed on the ultimate (last syllable), but in this case the vowel carries the grave accent: *citTÀ*, *fabbriCÒ*.

Accent marks are used only to a limited degree—chiefly to indicate a final stressed syllable; and, as stated above, this mark is the grave (‘). The word types on which it is used are:

(a) Nouns ending in *ta* or *tu* having the singular and plural alike: *libertà*, *virtù* (from the Latin *libertate*, *virtude*, etc.).

(b) Verbs in the third person singular past absolute and first and third persons singular future: *comprò* (he bought), *comprerò* (I shall buy), *comprerà* (he will buy); similarly in the second and third conjugations: *vendè*, *venderò*, *venderà*; *finì*, *finirò*, *finirà*.

(c) Homonyms, the grave being used to distinguish them. The most common of these homonyms are:

chè, because	che, that	nè, neither, nor	ne, of it, of them
colà, there	cola, strainer	piè, foot	pie, pious
costà, there	costa, shore	però, therefore	pero, pear tree
dà, gives	da, by, from, to	sè, himself	se, if
dì, day	di, of	sì, yes	si, himself, one
è, is	e, and	tè, tea	te, thee
là, there	la, the, her	testè, just now	teste, heads
li, there	li, the, them		

(d) Monosyllables terminating in two vowels, to indicate that the preceding vowel is shortened: *ciò*, *già*, *giù*, *più*, *può*, *quò*.

(e) Terminations *ia* and *io* in which the *i* is to be stressed: *magìa*, *desìo*.

The acute is used by some editors to distinguish words differently stressed,

where otherwise a misunderstanding might arise: *malvagia* (wicked), *malvagia* (malmsey, a wine). This use is rare.

The circumflex is used to indicate contraction: *cacciâr* (for *cacciarono*), *ginnast* (for *ginnasiù*). This use is rare.

The dieresis (trema) is used in poetry over the *i* to indicate that it is to be sounded separately from a following vowel: *armonioso* (pronounced *armoni-oso*, instead of *armonio-so*). This use is rare.

Capitalization

Capitalization in Italian is similar to that in English, with a few exceptions:

(a) Proper adjectives are lowercased: *la lingua italiana*, the Italian language, but *l'Italiani*, the Italians (proper noun).

(b) The names of days and months are lowercased.

(c) Titles followed by name are lowercased: *il signor Donati*, Mr. Donati; *il principe Umberto*, Prince Umberto.

(d) The pronoun *io*, *I*, is lowercased, but the pronouns of formal address, *Ella*, *Lei*, *Loro*, all meaning *you*, are capitalized.

(e) In poetry, the first word of each line is usually lowercased.

Punctuation

Punctuation is similar to that of English. The comma is used to point off all clauses, restrictive as well as descriptive. The apostrophe is used to indicate vowel elision only: *un'opera d'arte* (for *una opera di arte*), *sopra 'l letto* (for *sopra il letto*). The space after the apostrophe is no longer required.

Abbreviations

a/c.	a conto, account	es.	esempio, example
a. c.	anno corrente, current year	fasc.	fascicolo, number, part
a. D.	anno Domini, in the year of our Lord	f(err).	ferrovia, railroad
a. m., ant.	antimeridiano, a. m.	f.co	franco, post free
a. p.	anno passato, last year	F.lli	Fratelli, brothers
c. m.	corrente mese, instant	Giun.	Giuniore, junior
C. ^a	Compagnia, company	I. Cl.	prima classe, first class
d. C.	dopo Cristo, after Christ	Ill.mo	Illustrissimo, most illustrious
Dep. prov.	Deputato provinciale, member of the provincial parliament	l. it.	lire italiane, Italian liras
disp.	dispensa, number, part	LL. MM.	Loro Maesta, Their Majesties
ecc.	eccetera, etc.	N. ⁱ	Numeri, numbers
Ed.	Edizione, edition; Editore, editor	N. ^o	Numero, number
		On.	Onorevole, Honorable
		p. m., pom.	pomeridiane, p. m.

Cardinal numbers

uno	one	ventidue	twenty-two
due	two	ventitrè, etc.	twenty-three, etc.
tre	three	ventotto, etc.	twenty-eight, etc.
quattro	four	trenta	thirty
cinque	five	quaranta	forty
sei	six	cinquanta	fifty
sette	seven	sessanta	sixty
otto	eight	settanta	seventy
nove	nine	ottanta	eighty
dieci	ten	novanta	ninety
undici	eleven	novantuno, etc.	ninety-one, etc.
dodici	twelve	cento	hundred
treddici	thirteen	cent(o)uno, etc.	one hundred and one, etc.
quattordici	fourteen	duecento, etc.	two hundred, etc.
quindici	fifteen	mille, mila	thousand
sedici	sixteen	duemila, etc.	two thousand, etc.
diciassette } diciassette }	seventeen		
diciotto	eighteen		
diciannove } diciannove }	nineteen		
venti	twenty		
ventuno	twenty-one		

Ordinal numbers

primo, -a	first	ventesimo	twentieth
secondo	second	ventunesimo	} twenty-first, etc.
terzo	third	ventesimo primo, etc.	
quarto	fourth	trentesimo	thirtieth
quinto	fifth	quarantesimo	fortieth
sesto	sixth	cinquantesimo	fiftieth
settimo	seventh	sessantesimo, etc.	sixtieth, etc.
ottavo	eighth	centesimo	hundredth
nono	ninth	centesimo primo, etc.	one hundred and first, etc.
decimo } decima }	tenth		
decimo primo } undicesimo }	eleventh	dugentesimo	two hun- dredth
dodicesimo tredecimo	twelfth thirteenth	trecentesimo, etc.	three hun- dredth, etc.
quattordicesimo } decimo quarto, } etc. }	fourteenth, etc.	millesimo	thousandth

Months

gennaio (genn.)	January	luglio	July
febbraio (febb.)	February	agosto	August
marzo	March	settembre (sett.)	September
aprile	April	ottobre (ott.)	October
maggio (magg.)	May	novembre (nov.)	November
giugno	June	dicembre (dic.)	December

Days

domenica	Sunday	giovedì	Thursday
lunedì	Monday	venerdì	Friday
martedì	Tuesday	sabato	Saturday
mercoledì	Wednesday		

Seasons

primavera	spring	autunno	autumn
estate	summer	inverno	winter

Time

ora	hour	mese	month
giorno	day	anno	year
settimana	week		

REFERENCES.—Alfred Hoare, *A Short Italian Dictionary* (1939); Robert A. Hall, Jr., *Descriptive Italian Grammar* (1948).

LATIN

Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae nostra Galli appellantur. Hi omnes lingua institutis legibus inter se differunt.—Caesar, *Bellum Gallicum* I. 1.

Alphabet and pronunciation

A	a	long: <i>ah</i> ; short: <i>o</i> in hot	O	o	long: <i>o</i> in note; short: <i>o</i> in fort
B	b	<i>b</i>	P	p	<i>p</i>
C	c	<i>k</i>	Q	q	<i>k</i>
D	d	<i>d</i>	R	r	<i>r</i>
E	e	long: <i>e</i> in there; short: <i>e</i> in met	S	s	<i>s</i>
F	f	<i>f</i>	T	t	<i>t</i>
G	g	<i>g</i> in go	U	u	long: <i>oo</i> in food; short: <i>oo</i> in good; like <i>w</i> after <i>q</i> , and usually after other consonants before another vowel
H	h	<i>h</i>	V	v	<i>w</i>
I	i	long: <i>ee</i> ; short: <i>i</i> in sit	X	x	<i>ks</i>
J	j	<i>y</i> in yet	Y	y	<i>ee</i> ; <i>i</i> as for <i>i</i>
K	k	<i>k</i>	Z	z	<i>z</i>
L	l	<i>l</i>			
M	m	<i>m</i>			
N	n	<i>n</i>			

Consonants

Formerly *u* and *v* were written with *v*, and *i* and *j* with *i*. Modern texts customarily distinguish both pairs. Thus: *uva, visu, janua, Jove*.

K, z, and *y* are rather rare, occurring mostly in loanwords. *Q* is used only in the combination *qu*, pronounced *kw*.

The digraphs *ch, ph,* and *th* are pronounced as *k, f,* and *t*, respectively.

Vowels

Each of the five vowels is either long or short in each occurrence, and an accurate pronunciation will reflect this difference. Elementary texts usually mark the long vowels with a macron; thus: *ā, ē, ī, ō, ū*.

Diphthongs

Two short vowels may occur together in the same syllable, in which case the second of the two is a semivowel; i. e., *u* as the second element of a diphthong is pronounced like *w*, and *i* or *e* in this position is pronounced like *y*. The commonest diphthongs are *ae* and *au*, pronounced to rhyme with high and how. Less common are *ei* (as in vein), *eu, oe* (as *oi* in oil), and *ui*.

Consonantal units¹

The following combinations are referred to as consonant clusters in the rules given below for syllabification: *bl, br, cl, cr, dr, fl, fr, gl, gr, pl, pr, tl, tr, scr, str, spl, spr*.

The digraphs *ch, ph,* and *th* are treated just like *c, f,* and *t* in consonant clusters.

¹ Some Latin lexicographers still use the classic method of determining consonantal units; namely, any group of consonants which can begin a word constitutes a consonantal unit and may begin a syllable. This method is still in use in Greek syllabification; but in present-day Latin orthography it has been largely replaced by the Romance-language method, given in the text and recommended by Allen and Greenough. (See References.)

Rules for syllabification

1. Diphthongs, digraphs, and consonant clusters may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonant cluster: *ca-sus, si-pho, pa-tres, cae-lum*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonant cluster: *vit-ta, mag-nus, punc-tus, bac-chor, am-plus*.
4. Division may be made between vowels not constituting a diphthong: *pu-er, di-es, fili-us, Tro-ius*.
5. Certain adverbial prefixes are kept intact. These are: *ab, ante, circum, cis, con, de, ex, extra, in, inter, intro, ob, per, prae, praeter, per, post, pro(d), propter, re(d), sub, super, supra*, and *trans: ab-eo, con-scriptum, inter-essc*.
6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): *quot-annis, et-enim, sic-ut*.
7. The letter *x* is retained with the preceding syllable: *dix-it*.

NOTE.—The above rules do not apply to Anglicized Latin scientific names used in English works. Their syllabification follows the English practice.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ab-a-li-e-no	(5, 2, 4, 2)	prod-es-se	(5, 3)
ab-scin-do	(5, 3)	proe-li-um	(2, 4)
ac-cli-na-tus	(3, 2, 2)	pro-stra-tum	(5, 2)
ad-ae-qua-tus	(5, 2, 2)	pro-sub-ac-tum	(5, 5, 3)
ad-emp-tus	(5, 3)	pu-bli-ca-tus	(2, 2, 2)
am-plex-us	(3, 7)	quam-ob-rem	(6, 6)
cir-cum-ac-tus	(3, 5, 3)	quem-ad-mo-dum	(6, 6, 2)
Cis-al-pi-nus	(5, 3, 2)	re-cru-des-co	(5, 2, 3)
con-sue-tus	(5, 2)	red-ac-tus	(5, 3)
de-spon-sum	(5, 3)	re-duc-tus	(5, 3)
et-e-nim	(6, 2)	re-frac-tum	(5, 3)
ex-em-plum	(7, 3)	re-spec-tus	(5, 3)
in-a-nis	(5, 2)	res-pu-bli-ca	(6, 2, 2)
in-ep-ti	(5, 3)	ses-cen-ti	(6, 3)
in-ter-ea	(3, 5)	sua-de-re	(2, 2)
ne-sci-tus	(6, 2)	sub-ac-tio	(5, 3)
ob-la-tus	(5, 2)	su-pra-scan-do	(2, 5, 3)
per-ac-tus	(5, 3)	trans-ab-i-tum	(5, 5, 2)
per-e-git	(5, 2)	trans-ad-ac-tum	(5, 5, 3)
pe-ri-cli-ta-tio	(2, 2, 2, 2)	tran-su-tum	(3, 2)
post-ea-quam	(5, 6)	tri-um-pho	(4, 3)
post-hu-mus	(5, 2)	tu-mul-tu-o-sus	(2, 3, 4, 2)
post-sce-ni-um	(5, 2, 4)	una-ni-mus	(2, 2)
pos-tu-la-tus	(3, 2, 2)	usus-fruc-tus	(6, 3)
prae-scrip-tus	(5, 3)	va-li-dus	(2, 2)
prae-ter-i-tum	(2, 5, 2)	Xe-no-phon	(2, 2)

Stress and diacritics

Words of two syllables are always stressed on the first syllable: *ROma, Liber*.

In words of more than two syllables, the stress is on the next to the last syllable if that syllable ends in a consonant, a long vowel, or a diphthong. Otherwise the stress is on the third from the last syllable. Thus: ho-NO-ris, CON-su-lis.

There are only two diacritical marks, the long mark (ˉ, macron) and the short mark (˘, breve). They are used only in elementary works.

Capitalization and punctuation

American editors usually follow the English conventions in capitalization and punctuation.

Abbreviations

a., annus, year; ante, before
 A.A.C., anno ante Christum, in the year before Christ
 A.A.S., Academiae Americanae Socius, Fellow of the American Academy [Academy of Arts and Sciences]

A.B., artium baccalaureus, bachelor of arts
 ab init., ab initio, from the beginning
 abs. re., absente reo, the defendant being absent
 A.C., ante Christum, before Christ

Abbreviations—Continued

- A.D., anno Domini, in the year of our Lord
 a.d., ante diem, before the day
 ad fin., ad finem, at the end, to one end
 ad h.l., ad hunc locum, to this place, on this passage
 ad inf., ad infinitum, to infinity
 ad init., ad initium, at the beginning
 ad int., ad interim, in the meantime
 ad lib., ad libitum, at pleasure
 ad loc., ad locum, at the place
 ad val., ad valorem, according to value
 A.I., anno inventionis, in the year of the discovery
 al., alia, alii, other things, other persons
 A.M., anno mundi, in the year of the world; Annus mirabilis, the wonderful year [1666]; a.m., ante meridiem, before noon
 an., anno, in the year; ante, before
 ann., annales, annals; anni, years
 A.R.S.S., Antiquarium Regiae Societatis Socius, Fellow of the Royal Society of Antiquaries
 A.U.C., anno urbis conditae, in [the year from] the building of the City [Rome], 753 B.C.
 B.A., baccalaureus artium, bachelor of arts
 B. Sc., baccalaureus scientiae, bachelor of science
 C., centum, a hundred; condemno, I condemn
 c., circa, about
 cent., centum, a hundred
 cf., confer, compare
 C.M., chirurgiae magister, master of surgery
 coch., cochlear, a spoon, spoonful
 coch. amp., cochlear amplum, a table-spoonful
 coch. mag., cochlear magnum, a large spoonful
 coch. med., cochlear medium, a dessert spoonful
 coch. parv., cochlear parvum, a tea-spoonful
 con., contra, against; conjunx, wife
 C.P.S., custos privati sigilli, keeper of the privy seal
 C.S., custos sigilli, keeper of the seal
 cwt., c. for centum, wt. for weight, hundredweight
 D., Deus, God; Dominus, Lord; d., decretum, a decree; denarius, a penny; da, give
 D.D., divinitatis doctor, doctor of divinity
 D.G., Dei gratia, by the grace of God; Deo gratias, thanks to God
 D.N., Dominus noster, our Lord
 D. Sc., doctor scientiae, doctor of science
 d.s.p., decessit sine prole, died without issue
 D.V., Deo volente, God willing
 dwt., d. for denarius, wt. for weight pennyweight
 e.g., exempli gratia, for example
 et al., et alibi, and elsewhere; et alii, or aliae, and others
 etc., et ceteri, ceterae, or cetera, and others, and so forth
 et seq., et sequentes, and those that follow
 et ux., et uxor, and wife
 F., filius, son
 f., fiat, let it be made; forte, strong
 fac., factum similis, facsimile, an exact copy
 fasc., fasciculus, a bundle
 fl., flores, flowers; floruit, flourished; fluidus, fluid
 f.r., folio recto, right-hand page
 F.R.S., Fratritatis Regiae Socius, Fellow of the Royal Society
 f.v., folio verso, on the back of the leaf
 guttat., guttatum, by drops
 H., hora, hour
 h.a., hoc anno, in this year; hujus anni, this year's
 hab. corp., habeas corpus, have the body—a writ
 h.e., hic est, this is; hoc est, that is
 h.m., hoc mense, in this month; huius mensis, this month's
 h.q., hoc quaere, look for this
 H.R.I.P., hic requiescat in pace, here rests in peace
 H.S., hic sepultus, here is buried; hic situs, here lies; h. s., hoc sensu, in this sense
 H.S.S., Historiae Societatis Socius, Fellow of the Historical Society
 h.t., hoc tempore, at this time; hoc titulo, in or under this title
 I, Idus, the Ides; i., id, that; immortalis, immortal
 ib. or ibid., ibidem, in the same place
 id., idem, the same
 i.e., id est, that is
 imp., imprimatur, sanction, let it be printed
 I.N.D., in nomine Dei, in the name of God
 in f., in fine, at the end
 inf., infra, below
 init., initio, in the beginning
 in lim., in limine, on the threshold, at the outset
 in loc., in loco, in its place
 in loc. cit., in loco citato, in the place cited
 in pr., in principio, in the beginning
 in trans., in transitu, on the way
 i.q., idem quod, the same as
 i.q.e.d., id quod erat demonstrandum, what was to be proved
 J., judex, judge
 J.C.D., juris civilis doctor, doctor of civil law
 J.D., jurum doctor, doctor of laws

Abbreviations—Continued

- J.U.D., *juris utriusque doctor*, doctor of both civil and canon law
 L., *liber*, a book; *locus*, a place
 £, *libra*, pound; placed before figures, thus £10; if l., to be placed after, as 40l.
 L.A.M., *liberalium artium magister*, master of the liberal arts
 L.B., *baccalaureus literarum*, bachelor of letters
 lb., *libra*, pound (singular and plural)
 L.H.D., *literarum humaniorum doctor*, doctor of the more humane letters
 Litt. D., *literarum doctor*, doctor of letters
 LL.B., *legum baccalaureus*, bachelor of laws
 LL.D., *legum doctor*, doctor of laws
 LL.M., *legum magister*, master of laws
 loc. cit., *loco citato*, in the place cited
 loq., *loquitur*, he, or she, speaks
 L.S., *locus sigilli*, the place of the seal
 l.s.c., *loco supra citato*, in the place above cited
 £ s. d., *librae, solidi, denarii*, pounds, shillings, pence
 M., *magister*, master; *manipulus*, handful; *medicinae*, of medicine; m., *meridies*, noon
 M.A., *magister artium*, master of arts
 M.B., *medicinae baccalaureus*, bachelor of medicine
 M. Ch., *magister chirurgiae*, master of surgery
 M.D., *medicinae doctor*, doctor of medicine
 m.m., *mutatis mutandis*, with the necessary changes
 m.n., *mutato nomine*, the name being changed
 MS., *manuscriptum*, manuscript; MSS., *manuscripta*, manuscripts
 Mus. B., *musicæ baccalaureus*, bachelor of music
 Mus. D., *musicæ doctor*, doctor of music
 Mus. M., *musicæ magister*, master of music
 N., *Nepos*, grandson; *nomen*, name; *nomina*, names; *noster*, our; n., *natus*, born; *nocte*, at night
 N.B., *nota bene*, mark well
 ni. pri., *nisi prius*, unless before
 nob., *nobis*, for (or on) our part
 nol. pros., *nolle prosequi*, will not prosecute
 non eul., *non culpabilis*, not guilty
 n.l., *non licet*, it is not permitted; *non liquet*, it is not clear; *non longe*, not far
 non obs., *non obstante*, notwithstanding
 non pros., *non prosequitur*, he does not prosecute
 non seq., *non sequitur*, it does not follow logically
 O., *octarius*, a pint
 ob., *obiit*, he, or she, died; *obiter*, incidentally
 ob. s.p., *obiit sine prole*, died without issue
 o.c., *opere citato*, in the work cited
 op., *opus*, work; *opera*, works
 op. cit., *opere citato*, in the work cited
 P., *papa*, pope; *pater*, father; *pontifex*, bishop; *populus*, people; p., *partim*, in part; per, by, for; *pius*, holy; *pondere*, by weight; *post*, after; *primus*, first; *pro*, for
 p.a., or *per ann.*, *per annum*, yearly; *pro anno*, for the year
 p. ae., *partes aequales*, equal parts
 pass., *passim*, everywhere
 per cent., *per centum*, by the hundred
 pil., *pilula*, pill
 Ph. B., *philosophiæ baccalaureus*, bachelor of philosophy
 P.M., *post mortem*, after death
 p.m., *post meridiem*, afternoon
 pro tem., *pro tempore*, for the time being
 prox., *proximo*, in or of the next [month]
 P.S., *postscriptum*, postscript; P.SS., *postscripta*, postscripts
 q.d., *quasi dicat*, as if one should say; *quasi dictum*, as if said; *quasi dixisset*, as if he had said
 q.e., *quod est*, which is
 Q.E.D., *quod erat demonstrandum*, which was to be demonstrated
 Q.E.F., *quod erat faciendum*, which was to be done
 Q.E.I., *quod erat inveniendum*, which was to be found out
 q.l., *quantum libet*, as much as you please
 q. pl., *quantum placet*, as much as seems good
 q.s., *quantum sufficit*, sufficient quantity
 q.v., *quantum vis*, as much as you will; *quod vide*, which see; qq. v., *quos, quac, or qua vide*, which see (plural)
 R., *regina*, queen; *recto*, right-hand page; *respublica*, commonwealth
 R̄, *recipe*, take
 R.I.P., *requiescat, or requiescant*, in pace, may he, she, or they, rest in peace
 R.P.D., *rerum politicarum doctor*, doctor of political science
 rr., *rarissime*, very rarely
 R.S.S., *Regiæ Societatis Sodalis*, Fellow of the Royal Society
 S., *sepultus*, buried; *situs*, lies; *societas*, society; *socius* or *sodalis*, fellow; s., *semi*, half; *solidus*, shilling
 s.a., *sine anno*, without date; *secundum artem*, according to art
 S.A.S., *Societatis Antiquariorum Socius*, Fellow of the Society of Antiquaries sc., *scilicet*, namely; *sculpsit*, he, or she, carved or engraved it

Abbreviations—Continued

Sc. B., scientiæ baccalaureus, bachelor of science
 Sc. D., scientiæ doctor, doctor of science
 S. D., salutem dicit, sends greetings
 s. d., sine die, indefinitely
 sec., secundum, according to
 sec. leg., secundum legem, according to law
 sec. nat., secundum naturam, according to nature, or naturally
 sec. reg., secundum regulam, according to rule
 seq., sequens, sequentes, sequentia, the following
 S. H. S., Societatis Historiæ Socius, Fellow of the Historical Society
 s. h. v., sub hac voce or sub hoc verbo, under this word
 s. l. a. n., sine loco, anno, vel nomine, without place, date, or name
 s. l. p., sine legitima prole, without lawful issue
 s. m. p., sine mascula prole, without male issue
 s. n., sine nomine, without name
 s. p., sine prole, without issue
 S. P. A. S., Societatis Philosophiæ Americanæ Socius, Fellow of the American Philosophical Society
 s. p. s., sine prole superstite, without surviving issue
 S. R. S., Societatis Regiæ Socius or Sodalis, Fellow of the Royal Society
 ss, scilicet, namely (in law)

Cardinal numbers

unus, una, unum	one
duo, duæ, duo	two
tres, tria	three
quattuor	four
quinque	five
sex	six
septem	seven
octo	eight
novem	nine
decem	ten
undecim	eleven
duodecim	twelve
tredecim	thirteen
quattuordecim	fourteen
quindecim	fifteen
sedecim	sixteen
septendecim	seventeen
duodeviginti	eighteen
undeviginti	nineteen
viginti	twenty
viginti unus, etc.	twenty-one, etc.

S. S. C., Societas Sanctæ Crucis, Society of the Holy Cross
 stat., statim, immediately
 S. T. B., sacrae theologiæ baccalaureus, bachelor of sacred theology
 S. T. D., sacrae theologiæ doctor, doctor of sacred theology
 S. T. P., sacrae theologiæ professor, professor of sacred theology
 sub., subaudi, understand, supply
 sup., supra, above
 t. or temp., tempore, in the time of
 tal. qual., talis qualis, just as they come; average quality
 U. J. D., utriusque juris doctor, doctor of both civil and canon law
 ult., ultimo, last month (may be abbreviated in writing but should be spelled out in printing)
 ung., unguentum, ointment
 u. s., ubi supra, in the place above mentioned
 ut dict., ut dictum, as directed
 ut sup., ut supra, as above
 ux., uxor, wife
 v., versus, against; vide, see; voce, voice
 v. — a., vixit — annos, lived [so many] years
 verb. sap., verbum [satis] sapienti, a word to the wise suffices
 v. g., verbi gratia, for example
 viz, videlicet, namely
 v. s., vide supra, see above

duodetriginta	twenty-eight
undetriginta	twenty-nine
triginta	thirty
quadraginta	forty
quinquaginta	fifty
sexaginta	sixty
septuaginta	seventy
octoginta	eighty
nonaginta	ninety
centum	hundred
centum unus, etc.	hundred and one, etc.
ducenti, -æ, -a	two hundred
trecenti	three hundred
quadringenti	four hundred
quingenti	five hundred
sescenti	six hundred
septingenti	seven hundred
octingenti	eight hundred
nongenti	nine hundred
mille	thousand

Ordinal numbers

primus	first	duodecimus	twelfth
secundus	second	tertius decimus,	thirteenth,
tertius	third	etc.	etc.
quartus	fourth	duodevicesimus	eighteenth
quintus	fifth	undevicesimus	nineteenth
sextus	sixth	vicesimus, vigesi-	twentieth
septimus	seventh	mus	
octavus	eighth	vicesimus primus,	twenty-first,
nonus	ninth	etc.	etc.
decimus	tenth	centesimus	hundredth
undecimus	eleventh	millesimus	thousandth

Months

Januarius	January	Julius	July
Februarius	February	Augustus	August
Martius	March	September	September
Aprilis	April	October	October
Maius	May	November	November
Junius	June	December	December

Days

dies solis	} Sunday	dies Mercurii	Wednesday
dies dominica		dies Iovis	Thursday
dies lunae	Monday	dies Veneris	Friday
dies Martis	Tuesday	dies Saturni	Saturday

Seasons

ver	spring	autumnus	autumn
aestas	summer	hiems	winter

Time

hora	hour	mensis	month
dies	day	annus	year
hebdomas	week	centuria	century

REFERENCES.—Allen and Greenough, *A New Latin Grammar* (1920); J. R. V. Marchant and Joseph F. Charles, *Cassell's Latin-English and English-Latin Dictionary* (1909); Edgar H. Sturtevant, *The Pronunciation of Greek and Latin* (1940).

NORWEGIAN

Fra De forente Stater kom bare 6,9 pst. av importen, først og fremst hvete. Norge innførte også hvete fra Argentina, Kanada og Sovjet-Russland, og bare en femtedel av de norske bilene kom direkte fra Amerika. Norges største eksportvare var papir og cellulose (19,2 pst.), så kom som nummer to fiskeprodukter og hermetikk (15,3), som nummer tre metaller (13 pst.).—Einar Haugen, Spoken Norwegian, p. 505.

Alphabet and pronunciation

-
- | | | |
|---|---|--|
| A | a | in stressed syllables followed by one consonant or none, like <i>a</i> in father, but tending toward <i>aw</i> in law; in stressed syllables followed by two or more consonants and in unstressed syllables, like <i>a</i> in father, but very short, resembling more <i>u</i> in but |
| B | b | <i>b</i> ; formerly often written for sound <i>p</i> |
| C | c | <i>s</i> in so before <i>e, i, y</i> ; like <i>k</i> before <i>a, o, u</i> , or consonant; occurs only in foreign words; now practically obsolete, being written <i>k</i> or <i>s</i> ; combination <i>ch</i> , like <i>ch</i> in chorus; in French words, like <i>sh</i> |
| D | d | <i>d</i> ; often silent after <i>l, n, r</i> , and at end of words |
| E | e | in stressed syllables followed by one consonant or none, like <i>i</i> in pit, but longer; before <i>r</i> , like <i>a</i> in man; in stressed syllables followed by a consonant other than <i>r</i> plus another consonant, like <i>e</i> in let, but tending toward <i>i</i> in pit; in stressed syllables followed by <i>r</i> plus another consonant, like <i>a</i> in hat; in the words <i>De</i> and <i>de</i> , like <i>ee</i> in meet, but shorter; in unstressed syllables, like <i>a</i> in sofa |
| F | f | <i>f</i> |
| G | g | <i>g</i> in go; before <i>i, y, ei</i> , or <i>øy</i> , almost always like <i>y</i> in yes; after <i>e</i> at end of a few words (<i>jeg, meg, deg, seg</i>), like <i>y</i> in say; silent before <i>j</i> , in the word <i>og</i> , in suffix <i>-ig</i> , and in a few other words; in French words, often like <i>sh</i> |
| H | h | <i>h</i> ; silent before <i>j</i> or <i>v</i> |
| I | i | in stressed syllables followed by one consonant or none, like <i>ee</i> in meet; in stressed syllables followed by two or more consonants and in unstressed syllables, like <i>ee</i> in meet, but shorter |
| J | j | <i>y</i> in yes; in French words, like <i>sh</i> |
| K | k | <i>k</i> ; before <i>i, y, j, ei</i> , or <i>øy</i> , like strong <i>h</i> in hue—i. e., like German <i>ch</i> in <i>ich</i> |
| L | l | <i>ll</i> in million; sometimes silent before <i>j</i> |
| M | m | <i>m</i> |
| N | n | <i>n</i> ; combination <i>ng</i> , like <i>ng</i> in singer; combination <i>nk</i> , like <i>nk</i> in sink; in French words, <i>en</i> and <i>an</i> often pronounced as though written <i>ang</i> |
| O | o | in stressed syllables followed by one consonant or none, like <i>o</i> in go, but with lips pursed, resembling more <i>oo</i> in food; in stressed syllables followed by two or more consonants and in unstressed syllables, like <i>u</i> in put |

- P p *p*
- Q q always followed by *v* (or *u*), combination being pronounced and now written *kv*; occurs only in foreign words
- R r before vowel, like *r*, but slightly trilled, with tip of tongue against gums just above upper teeth; resembles Scotch burr or Italian *r*; before *d*, *l*, *n*, *t*, the *r* loses its trill and sounds somewhat like American *r*; always combines with following *s* to produce sound *sh*; in French words, often silent when final after *e*
- S s *s* in sing; before *j* like *sh*; combination *sk* before *i*, *y*, *j*, *ei*, or *øy* almost always like *sh*; always combines with preceding *r* to produce sound *sh*; in foreign words, combination *sc* like *s*, or in a few words like *sk*; *sch* like *sh*, or in a few words like *sk*; *si* followed by vowel (now written *sj*) like *sh*
- T t *t*; combination *tj* sometimes pronounced as though written *kj*; silent in word *det* and in *-et*, definite article suffixed to all neuter nouns; in Latin words when followed by *i* and another vowel, like *ts*; ending *tion* (now written *sjon*) pronounced as though written *sjon*
- U u in stressed syllables followed by one consonant or none, like *oo* in food; in stressed syllables followed by two or more consonants and in unstressed syllables, like *oo* in food, but shorter
- V v *v*; silent in word *av* and after *l*
- W w *v*; occurs in foreign words
- X x *ks*; at beginning of words, like *s*
- Y y in stressed syllables followed by one consonant or none, like *ee* in meet, with lips rounded as in pronouncing *oo* in food, being similar to long German *ü* or French *u*; in stressed syllables followed by two or more consonants and in unstressed syllables, like *ee* in meet, but shorter, with lips rounded as in pronouncing *u* in put, being similar to short German *ü* or French *u*
- Z z *s* in sing; occurs only in foreign words
- Æ æ formerly sometimes written *Å*, *ä*; many words formerly written with *æ* now written with *e*; in stressed syllables followed by one consonant or none, like *a* in care; in stressed syllables followed by two or more consonants and in unstressed syllables, like *a* in hat, this sound occurring only before *r*
- Ø ø formerly often written *Ö*, *ö*; in stressed syllables followed by one consonant or none, like *i* in pit, but longer, with lips rounded as in pronouncing *oo* in food, being similar to long German *ö* or French *eu*; in stressed syllables followed by two or more consonants and in unstressed syllables, like *e* in pet, with lips rounded as in pronouncing *u* in pull, being similar to short German *ö* or French *eu*
- Å å formerly written *Åa*, *aa*; in stressed syllables followed by one consonant or none, like *aw* in law; in stressed syllables followed by two or more consonants and in unstressed syllables, like *aw* in law, but shorter

Norway has two official languages, riksmål and landsmål. Both are used in the Government service. Riksmål was in the past generally known as Dano-Norwegian, a written language acquired from Denmark during the centuries the two nations were united (1397 to 1814). It differed in many ways from the speech of the Norwegian people, and in its written form was almost identical with Danish.

In order to make the written conform more to the spoken form of the language, the Storting (the Norwegian Parliament) has thrice passed changes in riksmål orthography—in 1907, 1917, and 1938, as well as numerous minor changes inbetween. These changes were binding only for Government officials and schoolbooks. It is this language that is described above. Private individuals and publishers have been free to use the new systems or not, as they have seen fit. Thus various systems of writing are in use today, side by side.

The other official language, the landsmål, now known as New Norwegian, or nynorsk, is a synthetic language constructed about a century ago from the local dialects. It is not at all, or very little, influenced by Danish. Although officially having the same recognition as the riksmål, its use is more restricted, and it unquestionably occupies a secondary position.

The two languages, and their dialects, are in any event very similar, and in their struggle for supremacy are constantly influencing each other. The result may in the end be a single "compromise" language.

However that may be, the linguistic situation in Norway, both in its written and spoken aspects, is very much in a state of flux, and it is particularly difficult to make clearcut statements about it.

Special characters

Norwegian uses the Latin alphabet with the addition of three special characters—the last three shown in the alphabet.

The letters *c*, *q*, *w*, *x*, and *z* are now used only in foreign words and proper names. Even in popular words of foreign origin they are preferably avoided by substituting *k* or *s* for *c*, *kv* for *qu*, *v* for *w*, *ks* for *x*, and *s* for *z*.

Fraktur type (German text) was abolished officially in 1907, and is now scarcely in use anywhere.

Vowels and consonants

The vowels are *a*, *e*, *i*, *o*, *u*, *y*, *æ*, *ø*, and *å*; the so-called back vowels being *a*, *o*, *u*, and *å*; the front vowels *e*, *i*, *y*, *æ*, and *ø*. The other letters of the alphabet are all consonants.

Combinations of vowel letters (diphthongs)

The diphthongs and their sounds are as follows:

<i>ai</i> as <i>ai</i> in aisle	<i>eu</i> (in foreign words), like Norwegian
<i>au</i> as <i>ou</i> in our	<i>æ</i> followed by slight sound of Norwegian <i>u</i> , the two being sounded
<i>ei</i> as <i>ei</i> in weigh	as one syllable
<i>oi</i> (in foreign words), as <i>oi</i> in boil	<i>ou</i> (in foreign words), like Norwegian
<i>øy</i> (formerly written <i>øi</i>), like Norwegian <i>ø</i> followed by slight sound of Norwegian <i>y</i> , the two being	sounded as one syllable

Combinations of consonantal letters (digraphs)

The digraphs and their sounds are:

<i>ch</i> (in foreign words), as <i>sh</i> in shall	<i>sc</i> (in foreign words)
or <i>ch</i> in chorus	<i>sch</i> (in foreign words)
<i>gj</i> as <i>y</i> in yes	<i>sh</i> (in foreign words)
<i>hj</i>	<i>sj</i> (also formerly written <i>si</i> , <i>ti</i> in foreign words), as <i>sh</i> in shall
<i>hv</i>	<i>sk</i> as <i>sh</i> in shall (before front vowels)
<i>kj</i>	<i>th</i> (usually in foreign words), as <i>t</i>
<i>lj</i>	<i>tj</i>
<i>ng</i>	<i>wh</i> (in foreign words)
<i>ph</i> (in foreign words; obsolete)	
<i>ps</i> (in foreign words)	
<i>qv</i> (also written <i>qu</i> ; in foreign words, obsolete)	

Consonantal units

For purposes of syllabification, consonant combinations are treated as units. In addition to the digraphs, the following are also consonantal units: *kv, skj, sp, spr, st, str*.

Rules for syllabification

1. Diphthongs, digraphs, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *ale-ne, hvi-ske, hu-stru, bei-ning*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *af-ten, dan-ske, sek-sten, tjenst-lig, blom-ster*.
4. Division may be made between two vowels not constituting a diphthong or between a diphthong and another vowel: *fri-er, lei-er*.
5. Certain adverbial prefixes are kept intact. These are: *ad, an, av, bak, be, bi, bort, efter, er, for, fra, frem, ge, in, inn* (formerly *ind*), *med, mis, ned, om, opp* (formerly *op*), *over, på* (formerly *paå*), *til, under, unn* (formerly *und*), *ut, ute*, and *ved: ad-splitte, an-bringe, av-klipp, bak-slag, etc.*
6. Certain suffixes are kept intact. These are: *aktig (agtig), artet, asje, het (hed), inne (vnde): barn-agtig, god-artet, lekk-asje, matt-het, vert-inne*.
7. Compound words are divided according to their component parts (and each part according to rules 1 to 6), the compounding *s*, if used, going with the preceding component: *aften-avis, aften-blad, aftens-tid*.
8. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *pa-triot, anti-kvar, inter-esse, mid-shipman*. Under this rule are also included scientific and technical words, which editors prefer to treat etymologically: *me-trisk, hemi-tropi, dia-gnose*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ame-ri-kan-ske	(2, 2, 3)	re-gje-ring	(2, 2)
ar-ke-o-lo-gi	(3, 4, 2, 2)	re-pre-sen-ta-sjon	(8, 2, 3, 2)
av-brek-ke	(5, 3)	re-pu-blikk	(2, 8)
be-skjef-ti-gel-se	(5, 3, 2, 3)	re-pu-bli-kan-ske	(2, 8, 2, 3)
der-et-ter	(7, 3)	sam-men-brin-ge	(3, 7, 3)
egen-ar-tet	(6, 3)	selv-an-kla-ge	(7, 5, 2)
eks-al-te-re	(8, 3, 2)	ska-des-er-stat-ning	(2, 7, 5, 3)
en-gel-ske	(3, 3)	stats-for-fat-ning	(7, 5, 3)
eng-len-der	(3, 3)	sy-ste-ma-tisk	(2, 2, 2)
er-ind-ring	(5, 3)	tids-reg-ning	(7, 3)
eu-ro-pei-ske	(2, 2, 2)	til-gren-sen-de	(5, 3, 3)
for-en-te	(5, 3)	tre-å-rig	(7, 2)
gjen-gjel-de	(3, 3)	ty-de-lig	(2, 2)
halv-å-rig	(7, 2)	un-der-of-fi-ser	(3, 5, 3, 2)
inn-plan-te	(5, 3)	un-der-skri-ve	(3, 5, 2)
in-ter-es-sant	(3, 8, 3)	unn-dra	(5, 2)
kjens-gjer-ning	(3, 3)	unn-skyld-ning	(5, 3)
ned-sla-ge-ne	(5, 2, 2)	uor-dent-lig	(3, 3)
om-ar-bei-de	(5, 3, 2)	uret-mes-sig	(7, 3)
over-ens-komst	(5, 3)	ut-ar-bei-de	(5, 3, 2)
pa-ra-graf	(2, 8)	ute-stå-en-de	(5, 4, 3)
pa-tri-ot	(8, 4)	uvil-kår-lig	(3, 3)
pa-tri-o-ti-ske	(8, 4, 2, 2)	vå-pen-ø-vel-se	(2, 7, 2, 3)
post-skrip-tum	(8, 3)	yt-rings-fri-het	(3, 7, 6)
på-dra	(5, 2)	æt-ling-arv	(3, 7)
på-gjel-den-de	(5, 3, 3)	øn-ske-lig	(3, 2)

Stress and diacritics

Most words are stressed on the first syllable, except when they begin with a prefix such as *be-, er-, for-, ge-*, in which case the syllable following the prefix is stressed. Words borrowed from French are usually stressed on the last or next to last syllable. In compound words, the first component receives the primary stress, the second receives secondary stress.

In stressed syllables, vowels are long before one consonant or none, but short before two consonants or more. However, the letter *m* is never doubled at the end of a word, even though it nearly always follows a short vowel. Some words which usually occur unstressed in the sentence are written with only one consonant following the short vowel. The addition of an ending beginning with a consonant usually, but not always, makes the vowel short. Under such conditions, a long vowel may stand before two or more consonants.

Norwegian words of one syllable when pronounced in isolation or in accented positions in a sentence, and is one of the syllables of longer words, are spoken with a stress or loudness accompanied by pitch. The pitch is raised in monosyllables and in many longer words. Other words of more than one syllable have a pitch on the accented syllable that falls and then rises again on the next syllable. It is not possible to tell from the spelling which pitch-stress combination is to be used.

Consonants when written double are always pronounced long; compare with the long *d* in English midday.

With the exception of *å* (sometimes replaced by *aa*), *ä* (variant for *æ*), *ö* (variant for *ø*), diacritics are used only in foreign loanwords and in certain proper names.

Capitalization

Capitalization is now as in English, except that the polite personal pronouns *De*, *Dem*, *Deres*, and the familiar *I* are capitalized, but proper adjectives and the names of the months and the days of the week are lowercased. A capital is not required to begin a new line of poetry.

Previously, Norwegian followed the German custom of capitalizing all words that functioned as nouns.

Punctuation

Punctuation is very much like that of English. Norwegian used to punctuate like German, with commas before every clause, but the tendency is away from that now. A comma is not used before the word *og* in an enumeration (A, B, C og D), but is often used where English would have a semicolon or a period. Sometimes commas are used instead of periods for decimals: 10,6. Commas are not used between thousands: 1 000 000.

Abbreviations

adr.	adresse, address	H. K. H.	Hans Kongelige Højhed, His Royal Highness
ang.	angående, concerning,		
	re	H. M.	Hans Majestet, His Majesty
A/S	Aksjeselskap, joint-stock company	Hr.	Herr, Mr., Sir
avd.	avdøde, deceased	ifl.	ifølge, according to
bl. a.	blant annet, among others	kap.	kapitel, chapter
d. å.	dette år, this year	m. a. o.	med andre ord, in other words
d. e.	det er, this is, i. e.	m. fl.	med flere, et al.
d. v. s.	det vil si, that is	m. h. t.	med hensyn til, as regards to
e. K.	etter Kristi, after Christ, A. D.	m. m.	med mere, etc.
el.	eller, or	nl.	nemlig, namely
e. m.	ettermiddag, p. m.	o. a.	og annet, and others
f.	født, born, née; for, for; før, before	o. fl.	og flere, etc.
f. eks.	for eksempel, for example, e. g.	o. s. v. (osv)	og så videre, and so forth
f. K.	før Kristus, before Christ	p. ct. (pct)	prosent, percent
f. m.	formiddag, before noon, a. m.	s.	side, page; søndre, south
f. o. m.	fra og med, from and with (on)	u.	under, under
Frk.	Frøken, Miss	yr.	den yngre, junior
Hds. Maj.	Hennes Majestet, Her Majesty	ø.	øre, half farthing

Cardinal numbers

en, et(t)	one	atten	eighteen
to	two	nitten	nineteen
tre, tri	three	tyve	twenty
fire	four	en og tyve, etc	twenty-one, etc.
fem	five	tretti (tredve)	thirty
seks	six	firti	forty
syv	seven	femti	fifty
otte	eight	seksti	sixty
ni	nine	sytti	seventy
ti	ten	otti	eighty
elleve	eleven	nitti	ninety
tolv	twelve	hundrede	hundred
tretten	thirteen	hundrede og en, etc.	one hundred and
fjorten	fourteen		one, etc.
femten	fifteen	to hundrede, etc.	two hundred, etc.
seksten	sixteen	tusen	thousand
sytten	seventeen		

Ordinal numbers

første	first	ellevte	eleventh
annen (annet)	second	tolvte	twelfth
tredje	third	trettende, etc.	thirteenth, etc.
fjerde	fourth	tyvende	twentieth
femte	fifth	enogtyvende	twenty-first, etc.
sjette	sixth	trettiende (tredevte)	thirtieth
syvende	seventh	firtiende, etc.	fortieth, etc.
ottende	eighth	hundrede	hundredth
niende	ninth	hundrede og første	one hundred and
tiende	tenth		first

Months

januar (jan.)	January	juli	July
februar (feb.)	February	august (aug.)	August
mars	March	september (sept.)	September
april (apr.)	April	oktober (okt.)	October
mai	May	november (nov.)	November
juni	June	desember (des.)	December

Days

søndag	Sunday	torsdag	Thursday
mandag	Monday	fredag	Friday
tirsdag	Tuesday	lørdag	Saturday
onsdag	Wednesday		

Seasons

vår	spring	høst	autumn
sommer	summer	vinter	winter

Time

time	hour	måned	month
dag	day	år	year
uke	week		

REFERENCES.—P. Groth, *A Norwegian Grammar* (1924); Jakob Sverdrup og Marius Sandvei, *Norsk Rettskrivningsordbook* (1940); J. Brynildsen, *Norsk-Engelsk Ordbok* (1927); Einar Haugen, *Beginning Norwegian* (1937); H. Scavenius, *Norsk-English Ordbok* (1943); Einar Haugen, *Spoken Norwegian* (1944).

POLISH

Życie i dzieje tych odłamów narodu polskiego, które już od paru pokoleń przeniosły się na daleki kontynent zachodni i tam, w ramach państwowych Stanów Zjednoczonych Ameryki Północnej, kształtują swój los, są nam bardzo mało znane.—W. Doroszewski, Język polski w Stanach Zjednoczonych A. P., Warsaw, 1938, p. 1.

Alphabet and pronunciation

A	a	<i>a</i> in father	L	l	<i>l</i> in hilly, as pronounced in some parts of the South
Ą	ą	somewhat like <i>awn</i> in dawn, or like French <i>on</i>	Ł	ł	<i>l</i> in bell; by some almost like <i>w</i> in <i>we</i>
B	b	<i>b</i>	M	m	<i>m</i>
C	c	<i>ts</i> in hats	N	n	<i>n</i>
Ch	ch	like German <i>ch</i> , or a strong <i>h</i>	Ń	ń	<i>ny</i> in canyon
Cz	cz	<i>ch</i> in chin	O	o	<i>o</i> in port
Ć	ć	between <i>ts</i> and <i>ch</i> in chin	Ó	ó	like Polish <i>u</i>
D	d	<i>d</i>	P	p	<i>p</i>
Dz	dz	<i>dz</i> in <i>adz</i>	R	r	<i>r</i>
Dź	dź	between <i>dz</i> and <i>j</i> in judge	Rz	rz	<i>z</i> in <i>azure</i>
Dż	dż	<i>j</i> in judge	S	s	<i>s</i> in <i>so</i>
E	e	<i>e</i> in <i>set</i>	Sz	sz	<i>sh</i> in <i>shoe</i>
Ę	ę	somewhat like <i>an</i> in man, or like French <i>in</i>	Szcz	szcz	<i>sh</i> plus <i>ch</i> , somewhat like <i>sti</i> in question
F	f	<i>f</i>	Ś	ś	between <i>s</i> and <i>sh</i>
G	g	<i>g</i> in <i>go</i>	Ść	ść	ś plus ć
H	h	like Polish <i>ch</i>	T	t	<i>t</i>
I	i	<i>e</i> in <i>be</i>	U	u	<i>u</i> in <i>rule</i>
J	j	<i>y</i> in <i>yard</i> , <i>boy</i>	W	w	<i>v</i>
K	k	<i>k</i>	Y	y	<i>y</i> in <i>rhythm</i>
			Z	z	<i>z</i> in <i>zone</i>
			Ż	ż	between <i>z</i> in <i>zone</i> and <i>z</i> in <i>azure</i>
			Ż	ż	<i>z</i> in <i>azure</i>

Special characters

Polish uses the Latin alphabet with the addition of the following special characters: *Ą* *ą*, *Ć* *ć*, *Ę* *ę*, *Ł* *ł*, *Ń* *ń*, *Ó* *ó*, *Ś* *ś*, *Ż* *ż*, and *Ź* *ź*. Note also the following somewhat similar characters frequently confused: *Ź* *Ż*, *ź* *ż*, and *ł*.

Vowels and consonants

The vowel letters are *a*, *ą*, *e*, *ę*, *i*, *o*, *ó*, *u*, and *y*. The remaining letters of the alphabet are consonant letters.

Diphthongs

The sequences of *i* or *j* followed by one of the vowel letters may be called diphthongs, as are the sequences of a vowel followed by *j*: *ia*, *ja*, *ia*, *ja*, *ie*, *je*, *ie*, *je*, *ji*, *io*, *jo*, *ió*, *jó*, *iu*, *ju*, *aj*, *ej*, *ij*, *oj*, *ój*, *uj*. The sequences beginning with *i* are not found initially or after a vowel.

Digraphs

The digraphs are: *ch, cz, dz, dź, dż, rz, sz, szcz* and *śc*. Their sounds are shown in the alphabet table.

Consonantal units

The following groups of consonants are for purposes of syllabification treated as units:

<i>bl, bl̄, br, brz</i>	<i>pl, pl̄, pr, prz</i>
<i>chl, chl̄, chr, chrz, chw</i>	<i>śc, sk, skr, skrz, śm, sp, spr, sprz, st,</i>
<i>dl, dl̄, dr, drz, dw</i>	<i>str, strz, stw</i>
<i>fl, fr</i>	<i>tl, tl̄, tr, trz, tw</i>
<i>gl, gl̄, gr, grz, gw</i>	<i>wl, wl̄, wr, wrz</i>
<i>kl, kl̄, kr, krz, kw</i>	

Rules for syllabification¹

1. Diphthongs, digraphs, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *uli-ca, mię-so, ko-chać, je-szcze, do-bry, do-brze, bli-sko, kome-dja, wę-grzyn*.
3. In a group of two or more consonants the division is made before the last consonant, digraph, or consonantal unit: *leś-ny, lek-ko, lep-szy, pań-stwo, maj-ster, pierw-szy*.
4. Division may be made between vowels not constituting a diphthong or between a diphthong and another vowel: *po-ić, po-ema, oce-an, ma-jor*.
5. Certain adverbial prefixes are kept intact. These are: *bez, do, na, nad(e), naj, ni, nie, o, ob(e), od(e), po, pod(e), poza, prze, przed(e), przy, roz(e), społ, u, wy, za*, and *ze: bez-interesowny, do-słać, na-słać, nad-inspektor, nade-słać, ni-gdzie, nie-krwawy*, etc.
6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): *kraj-obraz, krótko-trwały*.
7. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *golf-sztrom, foks-trot, kop-szytk, super-arbiter*. This rule applies also to technical and scientific terms, which editors prefer to divide etymologically: *san-gwinik, dja-gnostyka, strato-sfera, hiper-mnezja*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ame-ry-kań-ski	(2, 2, 3)	in-stru-ment	(3, 2)
an-ty-kwa-rjusz	(3, 7, 2)	jak-gdy-by	(6, 2)
atlan-tyc-ki	(3, 3)	kom-pa-njon	(3, 2)
au-tor-stwo	(2, 3)	lu-do-znaw-stwo	(2, 6, 3)
bez-in-te-re-sow-ny	(5, 3, 2, 2, 3)	ła-go-dzić	(2, 2)
bez-względ-ny	(5, 3)	mek-sy-kan-ski	(3, 2, 3)
bi-blij-ny	(2, 3)	mi-mo-środ-ko-wy	(2, 6, 3, 2)
człe-ko-kształt-ny	(2, 6, 3)	na-de-rwać	(2, 5)
di-e-lek-trycz-ny	(7, 2, 3, 3)	nad-gni-ły	(5, 2)
dja-gno-sty-ka	(7, 2, 2)	na-gmin-ny	(5, 3)
do-słow-ny	(5, 3)	naj-mniej-szy	(5, 3)
do-zna-wać	(5, 2)	nie-słusz-ny	(5, 3)
dwu-znacz-ność	(6, 3)	obe-gna-li-śmy	(5, 2, 2)
elo-kwen-cja	(7, 3)	ob-ra-do-wać	(5, 2, 2)
en-cy-klo-pe-dja	(3, 2, 2, 2)	ob-stu-ga	(5, 2)
eu-ro-pej-ski	(2, 2, 3)	ode-rwa-nie	(5, 2)
fe-o-da-lizm	(4, 2, 2)	od-wzo-ro-wa-nie	(5, 2, 2, 2)
fo-to-gra-wiu-ra	(2, 2, 2, 2)	od-zna-cze-nie	(5, 2, 2)
fre-kwen-cja	(7, 3)	po-de-słać	(2, 5)
ge-o-me-trja	(4, 2, 2)	pod-in-spek-tor	(5, 3, 3)
Hisz-pa-nja	(3, 2)	po-gnie-wać	(5, 2)
ide-o-lo-gja	(4, 2, 2)	po-za-służ-bo-wy	(2, 5, 3, 2)
in-kwi-zy-cja	(7, 2, 2)	prze-de-wszyst-kiem	(2, 5, 3)

¹ Syllabification usage varies considerably among Polish printers, especially as regards the division of consonantal groups. Editors usually permit printers to divide such groups optionally, provided the division does not override phonetics and etymology. The rules given here, being designed for consultants who might not be fully familiar with Polish, are somewhat restrictive, but they insure invariably correct and consistent word division.

Illustrative word divisions—Continued

przed-szkol-ny	(5, 3)	spół-ob-wi-nio-ny	(5, 5, 2, 2)
prze-wra-cać	(5, 2)	stro-i-ciel	(4, 2)
przy-gnę-biać	(5, 2)	su-per-ar-bi-ter	(2, 7, 3, 2)
przy-zna-cze-nie	(5, 2, 2)	śmier-tel-nie	(3, 3)
pu-blicz-ność	(2, 3)	War-sza-wa	(3, 2)
re-pu-bli-ka	(2, 2, 2)	wy-sło-wie-nie	(5, 2, 2)
ro-ze-gnać	(2, 5)	wy-słu-chać	(5, 2)
roz-inna-żać	(5, 2)	za-słab-nie-cie	(5, 3, 2)
rzecz-po-spo-li-ta	(6, 2, 2, 2)	ze-wnętrz-ność	(5, 3)
sa-mo-wznie-ca-nie	(2, 6, 2, 2)	Zjed-no-czo-ne	(3, 2, 2)
sa-mo-zwa-niec	(2, 6, 2)	zwie-rze-nie	(2, 2)
san-gwi-nicz-ny	(7, 2, 3)	żyw-no-ścio-wy	(3, 2, 2)

Stress and diacritics

Stress is usually on the penultimate (next to the last) syllable: *MAT-ka*, *glę-BO-ki*, *spo-wo-DO-wać*. In verbs of the first and second person plural past tense and in words of Latin and Greek origin the stress is on the antepenultimate (second from the last) syllable: *BY-li-śmy* (we were), *BY-li-ście* (you were), *a-ryt-ME-ty-ka*, *MU-zy-ka*, *re-TO-ry-ka*.

The diacritical marks used are the inverted cedilla (¸), to indicate the nasal sounds *ą* and *ę*; the acute (´), to indicate the palatalization of a consonant; the stroke (ˇ), to indicate the hard *ł*; and the superior dot (˙), to indicate the post-palatal *ź*.

Capitalization

Capitalization is practically the same as in English, except that proper adjectives are lowercased and names of months are preferably lowercased.

Punctuation

Punctuation is practically the same as in English, except that the comma is used to mark off restrictive as well as descriptive clauses.

Alphabetization

The letters *ą, ć, ę, ł, ó, ś, ź, ż* are regarded as separate characters and are so alphabetized. The complete alphabetic order is: *a, ą, b, c, ć, d, e, ę, f, g, h, i, j, k, l, ł, m, n, ń, o, ó, p, r, s, ś, t, u, w, y, z, ź, ż*.

Abbreviations

a.	albo, or, or else	r. b.	roku bieżącego, current year
i t. d.	i tak dalej, et cetera	s-ka	spółka, company, association
N. or	numer, number	str.	stronica, page
Nr		sz.	szanowny, honorable
n. p.	na przykład, for instance	ś. p.	świętej pamięci, deceased
p.	pan, pani, Mr., Mrs.	św.	święty, Saint
por.	porównaj, compare with, cf.	t. j.	to jest, that is
r.	rok, year	w:	wiek, century

Cardinal numbers

jeden, -na, -no	one	osiemnaście	eighteen
dwa, dwie, dwaj	two	dziewiętnaście	nineteen
trzy, trzej	three	dwadzieścia	twenty
cztery, czteryj	four	dwadzieścia jeden,	twenty-one,
pięć	five	etc.	etc.
sześć	six	trzydzieści	thirty
siedem	seven	czterdzieści	forty
osiem	eight	pięćdziesiąt	fifty
dziewięć	nine	sześćdziesiąt	sixty
dziesięć	ten	siedemdziesiąt	seventy
jedenaste	eleven	osiemdziesiąt	eighty
dwanaście	twelve	dziewięćdziesiąt	ninety
trzynaście	thirteen	sto	hundred
czternaście	fourteen	sto jeden, etc.	one hundred and
piętnaście	fifteen		one, etc.
szesnaście	sixteen	dwieście	two hundred
siedemnaście	seventeen	trzysta	three hundred

Cardinal numbers—Continued

czterysta	four hundred	dwa tysiące	two thousand
pięset	five hundred	trzy tysiące, etc.	three thousand, etc.
sześćset	six hundred		
siedemset	seven hundred	pięć tysięcy, etc.	five thousand, etc.
osiemset	eight hundred	sto tysięcy	hundred thousand
dziewięćset	nine hundred	miljon	million
tysiąc	thousand		

Ordinal numbers

pierwszy, -sza, -sze	first	trzydziesty	thirtieth
drugi, -ga, -gie	second	czterdziesty	fortieth
trzeci	third	pięćdziesiąty	fiftieth
czwarty	fourth	sześćdziesiąty	sixtieth
piąty	fifth	siedemdziesiąty	seventieth
szósty	sixth	osiemdziesiąty	eightieth
siódmy	seventh	dziewięćdziesiąty	ninetieth
ósmym	eighth	setny	hundredth
dziewiąty	ninth	sto pierwszy, etc.	one hundred and first, etc.
dziesiąty	tenth		
jedenasty	eleventh	dwusetny	two hundredth
dwunasty	twelfth	trzechsetny	three hundredth
trzynasty	thirteenth	czterechsetny	four hundredth
czternasty	fourteenth	pięćsetny	five hundredth
piętnasty	fifteenth	sześćsetny	six hundredth
szesnasty	sixteenth	siedemsetny	seven hundredth
siedemnasty	seventeenth	osiemsetny	eight hundredth
osiemnasty	eighteenth	dziewięćsetny	nine hundredth
dziewiętnasty	nineteenth	tysiączny	one thousandth
dwudziesty	twentieth	dwutysiączny	two thousandth
dwudziesty pierwszy, etc.	twenty-first, etc.	miljonowy	millionth

Months

styczeń (stycz.)	January	lipiec (lip.)	July
luty	February	sierpień (sierp.)	August
marzec (mar.)	March	wrzesień (wrzes.)	September
kwiecień (kwiec.)	April	październik (paźdz.)	October
maj	May	listopad (listop.)	November
czerwiec (czerw.)	June	grudzień (grudz.)	December

Days

Niedziela	Sunday	Czwartek	Thursday
Poniedziałek	Monday	Piątek	Friday
Wtorek	Tuesday	Sobota	Saturday
Środa	Wednesday		

Seasons

wiosna	spring	jesień	autumn
lato	summer	zima	winter

Time

godzina	hour	miesiąc	month
dzień	day	rok	year
tydzień	week	wiek	century

REFERENCES.—Joseph Andrew Teslar and Jadwiga Teslar, *A New Polish Grammar* (London, 1941); J. Stanisławski, *English-Polish and Polish-English Dictionary* (1942); M. Arct, *Słownik Wyrazów Obcych* (Warszawa, 1935).

PORTUGUESE

E quando se vir que a tendência da fala do Brasil é completamente diversa da fala de Portugal, que a civilização afasta cada vez mais os dois países graças aos neologismos diferentes para as invenções, que a literatura no Brasil já se tornou brasileira, rompendo com um passado artificial para ser compreendida do povo; que as influências de fatores varios transformaram a nossa pronuncia e nosso vocabulário, criando aos poucos outra sintaxe—só existirá uma coisa a fazer: o brasileiro dar bons dias ao português, como faz na fronteira com uruguaio, o argentino e o paraguaí.—Renato Mendonça, *O Português Do Brasil* (1936), p. 98.

Alphabet and pronunciation ¹

A	a	stressed: <i>a</i> in palm; before <i>m</i> or <i>n</i> , <i>u</i> in hunt (often written <i>á</i>); unstressed: <i>a</i> in sofa (see Stress and diacritics)
Ã	ã	nasalized <i>u</i> in hunt; with <i>e</i> or <i>o</i> following, <i>ãe</i> somewhat like <i>i</i> in mind and <i>ão</i> somewhat like <i>ou</i> in mound
B	b	<i>b</i>
C	c	<i>s</i> in so, before <i>e</i> or <i>i</i> ; elsewhere like <i>k</i>
Ç	ç	<i>s</i> in so; used only before <i>a</i> , <i>o</i> , or <i>u</i>
D	d	<i>d</i>
E	e	stressed: somewhat like <i>a</i> in fate (close), or <i>e</i> in get (open); close sound sometimes written <i>ê</i> , the open one <i>é</i> ; unstressed: <i>e</i> in basket
F	f	<i>f</i>
G	g	<i>s</i> in measure, before <i>e</i> or <i>i</i> ; elsewhere like <i>g</i> in go
H	h	silent
I	i	stressed: <i>i</i> in machine; unstressed: <i>i</i> in hit
J	j	<i>s</i> in measure
K	k	<i>k</i> ; used only in foreign words
L	l	<i>l</i> in million, before a vowel; elsewhere like <i>l</i> in hill
Lh	lh	somewhat like <i>lli</i> in million
M	m	<i>m</i> before vowel; after vowel, nasalizes vowel and is itself weakened in closure; final unstressed <i>am</i> like Portuguese <i>ão</i>
N	n	<i>n</i> before vowel; after vowel, same as Portuguese <i>m</i>
Nh	nh	<i>ny</i> in canyon
O	o	stressed: somewhat like <i>o</i> in coat when close (sometimes written <i>ó</i>), or like <i>o</i> in fort when open (sometimes written <i>ô</i>); unstressed: <i>o</i> in obey, or <i>u</i> in put when final
Õ	õ	used with <i>e</i> , <i>õe</i> is somewhat like <i>oi</i> in coin
P	p	<i>p</i>
Q	q	always followed by <i>u</i> (see Digraphs)
R	r	trilled <i>r</i> ; in some regions like Parisian French <i>r</i>

¹The pronunciation shown is that of Brazilian Portuguese; in Portugal unstressed vowels are more slurred, and certain consonants have slightly different sounds.

S	s	s in <i>so</i> initially before a vowel; between vowels like <i>s</i> in <i>rose</i> (=z); when final, like <i>s</i> or <i>z</i> , or somewhat like <i>sh</i> , or like <i>s</i> in <i>measure</i> , depending on consonant or vowel of following word if the two are closely linked in structure of sentence; within words: before consonants, like <i>sh</i> before <i>p, t, c</i> (=k); like <i>s</i> in <i>measure</i> before <i>b, d, g</i> (as in <i>go</i>); like <i>s</i> before <i>s</i> or <i>ç</i> ; like <i>z</i> before other consonants
T	t	<i>t</i>
U	u	stressed: <i>u</i> in <i>rude</i> ; unstressed: <i>u</i> in <i>put</i>
V	v	<i>v</i>
W	w	<i>w</i> or <i>v</i> , only in foreign words
X	x	<i>sh</i> in <i>shoe</i> initially, and often elsewhere; otherwise as <i>x</i> in <i>box</i> (=ks), or as <i>s</i> or <i>z</i>
Y	y	like Portuguese <i>i</i> ; now usually replaced by <i>i</i>
Z	z	<i>z</i> in <i>gaze</i> ; final often like <i>z</i> in <i>azure</i>

Special characters

Portuguese uses the Latin alphabet, with the addition of the following special characters: *Ã* *ã*, *Ç* *ç*, and *Õ* *õ*. Portuguese uses also to a considerable extent the acute (´), the circumflex (^), and sometimes the grave (`) or the dieresis (¨).

Vowels and consonants

The vowels are *a, e, i, o, and u*. Of these, *a, e, and o* are termed strong vowels; *i and u*, weak vowels. The letter *y*, which occurs only in foreign words, is treated as a vowel before a consonant, otherwise as a consonant. The other letters of the alphabet are all consonants.

Diphthongs and triphthongs

A diphthong is a combination of a strong vowel and a weak vowel. This is pronounced as one syllable, the strong vowel receiving the predominant sound and the weak one being somewhat slurred over (*i* somewhat like *y* in *yet* or *boy*, *u* like *w* in *wet* or *bow*): *pai* (pronounced *pAi*), *rial* (pronounced *riAl*). If the weak vowel, however, carries an acute mark, the two vowels do not constitute a diphthong and are pronounced separately: *país* (pronounced *pa-Is*).¹

A diphthong may also be a combination of two weak vowels. In such case the first vowel receives the predominant sound and the second one is slurred over: *fluido* (pronounced *flUido*), *partiu* (pronounced *partIu*). If the second vowel, however, carries the acute mark, the two vowels do not constitute a diphthong: *ruído* (pronounced *ru-Ido*), *miúdo* (pronounced *mi-Udo*).

A triphthong is a combination of three vowels, the middle one of which is strong the others weak, and is pronounced as a single syllable, the strong vowel receiving the predominant sound: *iguais* (pronounced *iguAis*). If one of the weak vowels, however, carries an acute mark, the vowels do not constitute a triphthong: *partieis* (pronounced *partI-eis*).

Digraphs

The digraphs and their sounds are:

ch as *sh* in *ship*; in words of Greek origin as *ch* in *choir* (this latter *ch* occurs only in the older orthography; in the reformed orthography, it is replaced by *c* or, before *e* and *i*, by *qu*)
gu as *g* in *go*, only before *e, i*; *gù* before *e, i* to indicate the sound of *gw*

lh as *li* in *million*
nh as *ny* in *canyon*
ph as *f* (in the older orthography only)
qu as *k* before *e, i*; before *a* and sometimes before *o* as *qu* in *quality* (=kw); *qu* is used before *e, i* to indicate the sound of *kw*
th as *t* (in the older orthography only)

¹ This acute mark may be omitted, however, if the vowel over which it is supposed to appear stands before any final consonant (except *s*) or before *nh, nd, mb: raiz* (pronounced *ra-Iz*), *sair* (pronounced *sa-Ir*), *rainha* (pronounced *ra-Imha*), *ainda* (pronounced *a-Inda*), *Coimbra* (pronounced *Co-Imbra*), *ruim* (pronounced *ru-Im*). The spellings *raiz, rainha, ainda* are also permitted.

Consonantal units

For the purpose of syllabification, the following are consonantal units:

<i>bl, br</i>	<i>dl, dr</i>	<i>gl, gr</i>	<i>tl, tr</i>
<i>chl, chr, cl, cr</i>	<i>fl, fr</i>	<i>pl, pr</i>	<i>vl, vr</i>

Rules for syllabification

1. Diphthongs, triphthongs, digraphs, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *ba-lão, ba-nhar, ma-dre, flui-do*.
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *par-te, guer-ra, sump-to, per-cha, sem-pre*.
4. Division between vowels is avoided. In narrow measure, however, division is admissible between two strong vowels. Hence, in the interest of good spacing, the following vowels may be divided: *aa, ae, ao; ea, ee, eo; oa, oe, oo* (but not the nasal vowels *ãe, ão, and õc*): *do-ente, le-oa, po-ema*.
5. According to the new orthography, only the prefix *ex* is kept intact, but division may be made on the other prefixes if such division conforms to rules 2 to 4: *con-sócio* (rule 3), *in-justo* (rule 3), *pro-mover* (rule 2), *re-organizar* (rule 4); but *cons-tar* (rule 3), *ins-pirar* (rule 3), *pros-crcver* (rule 3), *reü-nião* (rule 2).
6. Compound words (hyphenated) are divided preferably on the hyphen (and each part, according to rules 1 to 5): *além-atlântico, sub-rogar*.
7. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *Wash-ington, co-gnac, cre-scendo, Reichs-amt*. Technical and scientific terms are regarded as naturalized words and are divided according to rules 1 to 6.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

aban-do-nar	(3, 2)	maio-ri-da-de	(2, 2, 2)
abas-te-cer	(3, 2)	má-xi-mo	(2, 2)
aba-ti-men-to	(2, 2, 3)	mi-san-tró-pi-co	(2, 3, 2, 2)
ab-so-lu-to	(3, 2, 2)	mis-ce-lâ-nea	(3, 2, 2)
abs-tra-to	(3, 2)	ne-ces-si-da-de	(2, 3, 2, 2)
an-tia-ó-reo	(3, 4, 2)	ne-cro-ló-gi-co	(2, 2, 2, 2)
bem-es-tar	(6, 3)	neu-tra-li-zar	(2, 2, 2)
bi-blio-te-ca	(2, 2, 2)	no-ro-es-te	(2, 4, 3)
bi-ci-cle-ta	(2, 2, 2)	no-va-yor-ki-no	(2, 6, 3, 2)
Bra-si-lei-ro	(2, 2, 2)	nú-me-ro	(2, 2)
com-pre-en-de	(3, 4, 3)	ob-je-to	(3, 2)
con-so-an-te	(3, 4, 3)	obli-quân-gu-lo	(2, 3, 2)
co-ra-ções	(2, 2)	obs-cu-ran-te	(3, 2, 3)
dei-xan-do	(2, 3)	obs-tru-ção	(3, 2)
de-se-qui-lí-brio	(2, 2, 2, 2)	oce-â-ni-co	(4, 2, 2)
elip-só-i-de	(3, 2)	oxi-gê-nio	(2, 2)
em-bai-xa-dor	(3, 2, 2)	pa-le-ó-gra-fo	(2, 4, 2, 2)
es-ta-du-ni-den-se	(3, 2, 2, 2, 3)	pa-lha-bo-te	(2, 2, 2)
ex-er-ci-do	(5, 3, 2)	Pa-na-me-ri-ca-no	(2, 2, 2, 2, 2)
fer-rô-lho	(3, 2)	pa-râ-me-tro	(2, 2, 2)
go-niô-me-tro	(2, 2, 2)	pa-triô-ti-co	(2, 2, 2)
he-mis-fé-rio	(2, 3, 2)	pe-ga-nhen-to	(2, 2, 3)
hi-gros-có-pio	(2, 3, 2)	pei-xei-ra	(2, 2)
inad-mis-sí-vel	(3, 3, 2)	por-tu-gue-sa	(3, 2, 2)
in-com-pre-en-sí-vel	(3, 3, 4, 3, 2)	pro-ble-ma	(2, 2)
ine-ren-tes	(2, 3)	pu-bli-ca-men-te	(2, 2, 2, 3)
in-ex-is-ten-te	(5, 5, 3, 3)	re-pre-sen-tan-tes	(2, 2, 3, 3)
ins-ta-la-ções	(3, 2, 2)	re-pú-bli-ca	(2, 2, 2)
in-te-res-sa-dos	(3, 2, 3, 2)	se-nio-fi-cial	(2, 2, 2)
inu-ti-li-zar	(2, 2, 2)	se-nho-res	(2, 2)
ju-rí-di-co	(2, 2, 2)	su-bal-ter-nos	(2, 3, 3)
lin-güís-ti-co	(3, 3, 2)	subs-cre-ver	(3, 2)
lu-xu-rian-te	(2, 2, 3)	trans-pi-rar	(3, 2)

Stress and diacritics

The stress in Portuguese words falls on the penult (last syllable but one) if the word ends in *a, e, o* (followed or not by *s*), *am, em*, and *ens*: *CAsa, CAsas, paREde, paREdes*, etc.; otherwise on the last syllable (the latter includes words ending in nasals and diphthongs followed or not by *s*): *caNAL, entenDER, vaRÃO, vaRÕES, saRAU, arRAIS*. Words terminating, however, in the diphthongs *ia, io, ua, ue*, and *uo*, preceded by a consonant (followed or not by *m* or *s*), have stress on the *i* or *u*: *filosofIa, punIa, punIam, lowarIas, continUo, continUe, continUa*. The stress in all such words is not indicated by any diacritical marks.

Words stressed contrary to the rule above carry a written accent mark, either acute (´) or circumflex (^), the former to indicate an open vowel, the latter to indicate a close vowel: *faRÁ, FÁcil, CÔNsules, rePÚblica, ÓRfãos, FÁceis, abundÂNCia, faMÍlia*.²

In addition to indicating stress not according to the first paragraph, accent marks are used as mere diacritics for other purposes, as follows:

(a) The acute mark is used over the *e* or *o* in the stressed diphthongs *ei, eu, oi*, to indicate that the *e* or *o* is open; otherwise, the *e* or *o* is close: *réis*, plural of *real* (but *reis*, plural of *rei*), *batéis*, plural of *batel* (but *bateis*, second person plural of *bater*), *soís*, plural of *sol* or second person singular of *soer* (but *sois*, second person plural of *ser*); also *vêu(s), chapêu(s), herói(s), jóia, gibóia*, etc.

(b) The acute is used over the *i* or *u* to indicate that it does not form a diphthong with its adjacent strong vowel and is to be stressed: *puniríamos, país, saída, saúde, baú*, etc.

(c) The circumflex is used over the stressed *e* or *o* to indicate that the *e* or *o* is close if there are other words spelled like them with the stressed *e* or *o* open: *rêgo* (furrow), *rego* (first person singular of *regar*); *rôgo* (request), *rogo* (first person singular of *rogar*); *dêmos* (present subjunctive of *dar*), *demos* (present indicative of *dar*), *côrte* (court), *corte* (cut, edge).

(d) The acute and circumflex are used arbitrarily on monosyllables ending in *a, as, e, es, o, os*: *pá(s), sé(s), vê(s), mês, pó(s), pôs* (from *pôr*), etc.

(e) The acute and circumflex are used on certain words carrying sentence emphasis to distinguish them from words spelled like them but not receiving sentence emphasis: *quê* (interrogative), *que* (relative); *porquê* (interrogative), *porque* (conjunction); *pôr* (verb), *por* (preposition); *pára* (verb), *para* (preposition); *pêla* (noun), *pela* (preposition), etc.

(f) The acute and circumflex are used to indicate secondary stress in adverbs ending in *mente*: *rápidamente, sómente, cortêsmemente* (from *rápido, só, cortês*).

(g) The grave (˘) is used over the *u* in *gu, qu* before *e* or *i* to indicate that the *u* is to be sounded but not stressed. In the other cases the *u* in *gu* and *qu* before *e* or *i* is silent: *conseqüência, argüir, argüi* (first person preterite), but *argüi* (third person present). Instead of the grave, many orthographers use the dieresis (trema) for this purpose.

(h) The grave is used over the *i* or *u* to indicate that it does not form a diphthong with the preceding vowel, and is not to be stressed: *saiimento, paisagem, saüdar*. Instead of the grave, many orthographers use the dieresis (trema) for this purpose.

(i) The grave is used over an unstressed open *a, e, o* in certain words if there are other words spelled alike in which the *a, e, o* has a close or weakened value: *à* (to the), *a* (the); *àquele* (to that), *aquele* (that); *prègar* (preach), *pregar* (nail), etc.

(j) The tilde (~) is used to indicate a nasal vowel. It is also used at times to indicate a contraction: *Roi~z* (= *Rodriguez*), *q~* (= *que*), *sñca* (= *sentença*).

Capitalization

Capital letters are used as in English with the exception that names of months, days of the week, and proper adjectives are lowercased.

² In Brazil, words ending in *i* or *u* (followed or not by *s*) have stress on the next to the last syllable; stressed otherwise, they carry an accent mark; hence, according to Brazilian usage: *perú(s), javali(s), ali, aquí*, but *tribu, nenhum, comum, oasis, vírus*, etc. However, Agard, Lobo, and Willis (Brazilian Portuguese From Thought to Word, 1944) state that words ending in *i(s)* or *u(s)* are normally stressed on the last syllable and need not receive the stress mark. According to available evidence, there is still disagreement in this matter. On the whole, the rules here recommended follow those now valid in Brazil.

Punctuation and hyphenation

Punctuation marks are used as in English.

The apostrophe as a sign of contraction between prepositions and pronouns has practically disappeared: *neste* (instead of, formerly, *n'este*, *'neste*, or *n-este*), in this; *dêsse* (instead of *d'êsse*), of that; *dâquém* (instead of *d'âquém*), on this side; *dêle* (instead of *d'êle*), of him, his; etc. The apostrophe is still retained, however, in proper nouns and a few compounds: *Sant' Ana*, *Nun' Alvares*. (Note also compounds in paragraph following.) The apostrophe is sometimes used after a capital letter instead of the acute: *A'sia*, *E'*, etc.

The hyphen is employed, aside from its use in syllabification, to indicate compounds whose elements retain their phonetic independence: *mãe-d'água*, reservoir; *mão-d'obra*, workmanship; *contra-almirante*, rear admiral; *pára-raios*, lightning conductor. It is also used to set off suffixed and infixed pronouns in verb forms: *dê-me*, give me; *dizem-no-lo*, they say it to us; *fá-lo-ia*, I would do it; also after the monosyllabic forms of *haver* when followed by *de* and an infinitive: *hei-de ler*, I must read, but *hávamos de ler*, we had to read.

Abbreviations

cm	centímetro, centimeter	pp.	páginas, pages
D.	Dom, Sir; Dona, Lady	S. Excia.	Sua Excel(l)ência, His Excellency
Dr.	doutor, doctor	S.	São (contraction of santo), Saint
Dra.	doutora, doctress	Snr., Sr.	senhor, Mr.; also Lord
EE. UU.	Estados Unidos da América, United States	Snra., Sra.	senhora, Mrs.
da A., E. U. A.	of America	Sn r t a., Srta.	senhorita, Miss
Exmo.	Excel(l)entíssimo, Excellency	Sta.	Santa, Saint
hect.	hectare, hectare	V. E., V. Exa.	Vossa Excel(l)ência, Your Excellency
Il(l)mo.	Il(l)ustríssimo, Illustrious	Vincê., V. M.	Vossa Mercê, Your Grace
l.	litro, liter		
m.	metro, meter		
p.	página, page		

Cardinal numbers

um, uma	one	trinta	thirty
dois, dous, duas	two	quarenta	forty
três	three	cincoenta, cinquenta	fifty
quatro	four	sessenta	sixty
cinco	five	setenta	seventy
seis	six	oitenta	eighty
sete	seven	noventa	ninety
oito	eight	cem, cento	hundred
nove	nine	cento e um(a), etc.	one hundred and one, etc.
dez	ten	duzentos, -as	two hundred
onze	eleven	trezentos, -as, etc.	three hundred, etc.
doze	twelve	mil	thousand
treze	thirteen	mil e um(a), etc.	one thousand and one, etc.
catorze	fourteen	dois mil, etc.	two thousand, etc.
quinze	fifteen	um milhão	million
dezasseis, dezaseis	sixteen		
dezassete, dezasete	seventeen		
dezoito, dezoito	eighteen		
dezanove	nineteen		
vinte	twenty		
vinte e um, etc.	twenty-one, etc.		

Round millions used adjectively are followed by *de*: *Um milhão de contos*, or *1,000,000 de contos*:

Ordinal numbers

primeiro, primo	first	quadragésimo,	fortieth
segundo	second	quarentésimo	
terceiro	third	quinquagésimo	fiftieth
quarto	fourth	sexagésimo	sixtieth
quinto	fifth	septuagésimo	seventieth
sexto	sixth	octogésimo	eightieth
sétimo	seventh	nonagésimo	ninetieth
oitavo	eighth	centésimo	hundredth
nono	ninth	centésimoprimeiro,	one hundred
décimo	tenth	etc.	and first, etc.
undécimo		ducentésimo	two hundredth
décimo primeiro	} eleventh	tricentésimo	three hundredth
onzeno		quadringentésimo	four hundredth
duodécimo, décimo	twelfth	quingentésimo	five hundredth
segundo		sex(c)entésimo	six hundredth
décimo terceiro, etc.	thirteenth, etc.	septingentésimo	seven hundredth
vigésimo	twentieth		dredth
vigésimo primeiro,	twenty-first, etc.	octingentésimo	eight hundredth
etc.		non(in)gentésimo	nine hundredth
trigésimo	thirtieth	milésimo	thousandth

Months

janeiro (jan.)	January	julho (jul.)	July
fevereiro (fev.)	February	agosto (agto.)	August
março (mço.)	March	setembro (set.)	September
abril (abr.)	April	outubro (obro.)	October
maio	May	novembro (nov.)	November
junho (jun.)	June	dezembro (dez.)	December

Days

domingo	Sunday	quinta-feira	Thursday
segunda-feira	Monday	sexta-feira	Friday
têrça-feira	Tuesday	sáb(b)ado	Saturday
quarta-feira	Wednesday		

Seasons

primavera	spring	outo(m)no	autumn
verão	summer	inverno	winter

Time

hora	hour	mês (mez)	month
dia	day	an(n)o	year
semana	week		

REFERENCES.—Joseph Dunn, *A Grammar of the Portuguese Language* (1930); Frederick B. Agard, Hélio Lobo, and Raymond S. Willis, Jr., *Brazilian Portuguese* (1944); Alvaro Franco, *Dicionário Inglês-Português [e] Português-Inglês* (1941).

RUSSIAN

Тамань—маленький городок на берегу моря. * * * Во всём городе только один каменный дом, у самого въезда в город. В нём почта и военное начальство.—М. Yu. Lermontov, *Taman'*, D. C. Heath & Co. edition, p. 1.

Alphabet, transliteration,¹ and pronunciation

А	а	a	a in far ²
Б	б	b	b
В	в	v	v
Г	г	g	g in go ³
Д	д	d	d
Е	е	e, ye ⁴	e in fell, ye in yell ⁵
Ё	ё	ë, yë ⁶	o in order, yo in yore ⁷
Ж	ж	zh	z in azure
З	з	z	z in zeal
И	и	i	i in machine ⁸
Й	й	y	y in boy
К	к	k	k
Л	л	l	l
М	м	m	m
Н	н	n	n
О	о	o	o in order ⁹
П	п	p	p
Р	р	r	r
С	с	s	s in so
Т	т	t	t
У	у	u	u
Ф	ф	f	f
Х	х	kh	h in how, but stronger
Ц	ц	ts	ts in hats
Ч	ч	ch	ch in church
Ш	ш	sh	sh in shoe
Щ	щ	shch	sh plus ch, somewhat like sti in question
Ъ	ъ	" ¹⁰	(11)
Ы	ы	y ¹²	y in rhythm
Ь	ь	" ¹³	(13)
Э	э	e	e in elder
Ю	ю	yu	u in union
Я	я	ya	ya in yard

¹ U. S. Board on Geographic Names transliteration, 1944. (See p. 474 for Slavic transliteration as a whole.)

² When stressed; when unstressed, like a in sofa.

³ Also pronounced as *v* in the genitive ending -го; often used for original *h* in non-Russian words, but is pronounced as *g* by Russians.

⁴ Ye initially, after vowels, and after Ъ, Ь.

⁵ Pronounced as *i* in habit, or the same sound with preceding *y*, when unstressed.

⁶ Ye as for ye. The sign ë is not considered a separate letter of the alphabet, and the " is often omitted. Transliterate as *ë*, *yë* when printed in Russian as *ë*; otherwise use *e*, *ye*.

⁷ Only stressed.

⁸ Like *i* in habit when unstressed; like *pie* in yield after a vowel and after Ъ.

⁹ Like *o* in abbot when unstressed.

¹⁰ The symbol " (double apostrophe), not a repetition of the line above.

¹¹ No sound; used only after certain prefixes before the vowel letters е, ё, я, ю. Formerly used also at the end of all words now ending in a consonant letter. See Note on Old Spelling, p. 456.

¹² (apostrophe).

¹³ Palatalizes a preceding consonant, giving a sound resembling the consonant plus *y*, somewhat as in English meet you, did you.

Special characters

Russian uses the Cyrillic alphabet. Many of the characters are the same as in Latin, with the following special ones: В в, Г г, Д д, Ж ж, Ы ы, Л л, П п, Ф ф, Ц ц, Ш ш, Щ щ, Ъ ъ, Ы ы, Э э, Ю ю, and Я я. Note the following somewhat similar characters: Э э, Л л, У у, Ш ш, э э, л л, ш ш. The Ы ы is a separate character and not a combination of Ъ and И.

Transliteration

This is a mechanical process of substituting the transliteration letter or combination of letters for each Russian letter: Москва = *Moskva*, Киев = *Kiyev*, Русский = *Russkiy*, etc.

Vowels and consonants

The vowel letters are а, е, ё, и, о, у, ы, э, ю, and я, represented, respectively, by *a, e* or *ye, ë* or *yë, i, o, u, y, e, yu, ya*. The letters й, ъ, and ь are not called either vowels or consonants. All other letters are consonants.

Diphthongs

The sequences of a vowel followed by й are often called diphthongs. Their sounds are:

аӳ (<i>ay</i>) <i>ai</i> in aisle	ый (<i>yy</i>) <i>y</i> in rhythm plus <i>y</i> in yield
ей (<i>ey, yey</i>) <i>ey</i> in they, or as <i>yea</i> (= yes)	эӳ (<i>ey</i>) <i>ey</i> in they
иӳ (<i>iÿ</i>) like prolonged English <i>ee</i>	юӳ (<i>yuy</i>) <i>you</i> plus <i>y</i> in yield
ой (<i>oy</i>) <i>oy</i>	яӳ (<i>yay</i>) <i>ya</i> in yard plus <i>y</i> in yield
уӳ (<i>uy</i>) <i>uoy</i> in buoy as pronounced by some (<i>oo</i> plus <i>y</i>)	

Digraphs

The transliterations *ye, zh, kh, ts, ch, sh, shch, yu, ya* represent single Russian letters and should not be divided in syllabification.

Consonantal units

The following combinations of consonants should be treated, for syllabification purposes, as indivisible units:

бл, бр (<i>bl, br</i>)	мл (<i>ml</i>)
вл, вр (<i>vl, vr</i>)	пл, пр (<i>pl, pr</i>)
гл, гр (<i>gl, gr</i>)	ск, экв, екр, ет, ств, стр (<i>sk, skv, skr, st, stv, str</i>)
дв, др (<i>dv, dr</i>)	тв, тр (<i>tv, tr</i>)
жд (<i>zhd</i>)	фл, фр (<i>fl, fr</i>)
кл, кр (<i>kl, kr</i>)	

Rules for syllabification¹

1. Diphthongs, digraphs, and consonantal units may not be divided.
2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: ба-гаж (*ba-gazh*), Бай-кал (*Bay-kal*), му-ха (*mu-kha*), рѣ-бра (*rë-bra*), каче-ство (*kache-stvo*), свой-ство (*svoy-stvo*).
3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: мас-ло (*mas-lo*), мас-са (*mas-sa*), мар-шал (*mar-shal*), точ-ка (*toch-ka*), долж-нось (*dolzh-nost'*), сред-ство (*sred-stvo*).
4. Division may be made between vowels not constituting a diphthong or between a diphthong and another vowel: оке-ан (*oke-an*), ма-як (*ma-yak*).
5. Certain adverbial prefixes are kept intact. These are: без (*bes*), во, воз (*vos*), вы, до, за, из (*iz*), на, над, не, ни, низ (*niz*), о, об, обо, от, ото, пере, по, под, пред (*pred*), при, про, раз (*raz*), с (*s*), and у. In transliteration these prefixes are respectively *bez (bes), vo, voz (vos), vy, do, za, iz (iz), na, nad, ne, ni, niz (niz), o, ob, obo, ot, oto, pere, po, pod, pred(i), pred(o), pri, pro, raz (raz), s(o), and u: без-вкусный (bez-ukusnyy), бес-связь (bes-svyaz')*, во-круг (*vo-krug*), etc.
6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): радио-связь (*radio-svyaz'*), фото-снимка (*foto-snimka*).

¹ Since the orthographic reform of 1918, the rules for syllabification have been considerably liberalized. It is generally permitted now to divide according to convenience, provided that phonetics and etymology are not severely overridden. These rules, designed as a guide for workers who might not be thoroughly familiar with the Russian language, are of necessity somewhat restrictive, but they insure invariably correct word division in conformity with generally approved usage.

As a great deal of Russian matter, especially bibliography, is printed in transliterated form, these rules have been formulated so as to apply with equal accuracy whether matter is in Russian characters or in transliteration.

7. It is to be noted that the й (y) always terminates a syllable: бой-кий (*boy-kiy*), рай-он (*ray-on*); the ь (') terminates a syllable except in words beginning with въ (*v'')*), взъ (*vz''*), and съ (*s''*): отъ-ехать (*ot''-yekhat'*) but съём-ка (*s''yem-ka*), съест-ной (*s''yest-noy*); the ь (') terminates a syllable except before the soft vowels е (*e*), и (*i*), ю (*yu*), and я (*ya*): маль-чик (*mal'-chik*), but соло-вьев (*solo-v'yev*), бри-льянт (*bri-l'yant*), се-мья (*se-m'ya*).

8. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: Шек-спир (*Shek-spir*), мас-штаб (*mas-shtab*), Лоа-ра (*Loa-ra*) [not Ло-ара (*Lo-ara*) (from the French *Loire*)], се-ньор (*se-n'or*).

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

Аме-ри-кан-ский } <i>Ame-ri-kan-skiy</i> }	(2, 2, 3)	от-звучать } <i>ot-zvu-chat'</i> }	(5, 2)
Ан-глий-ская } <i>An-gliy-skaya</i> }	(3, 2)	ото-зв-ание } <i>oto-zva-niye</i> }	(5, 2)
без-ал-ко-голь-ный } <i>bez-al-ko-gol'-nyy</i> }	(5, 3, 2, 7)	отъ-ез-жа-ю-щий } <i>ot''-yez-zha-yu-shchiy</i> }	(7, 3, 4, 2)
бес-сроч-ный } <i>bes-sroch-nyy</i> }	(5, 3)	Па-ра-гвай } <i>Pa-ra-gvay</i> }	(2, 8)
ва-ку-ум } <i>va-ku-um</i> }	(2, 4)	пе-ре-гнать } <i>pe-re-gnat'</i> }	(2, 5)
во-гну-тость } <i>vo-gnu-tost'</i> }	(5, 2)	пер-спек-ти-ва } <i>per-spek-ti-va</i> }	(8, 3, 2)
во-до- Вме-сти-ли-ще } <i>vo-do-vme-sti-li-shche</i> }	(2, 6, 2, 2, 2)	пи-о-нер-ский } <i>pi-o-ner-skiy</i> }	(4, 2, 3)
воз-зре-ние } <i>voz-zre-niye</i> }	(5, 2)	по-глу-б-же } <i>po-glub-zhe</i> }	(5, 3)
вос-хва-ле-ние } <i>vos-khva-le-niye</i> }	(5, 2, 2)	по-гля-ды-вать } <i>po-glya-dy-vat'</i> }	(5, 2, 2)
вы-здо-ро-веть } <i>vy-zdo-ro-vel'</i> }	(5, 2, 2)	по-да-вать-ся } <i>po-da-vat'-sya</i> }	(5, 2, 7)
вы-со-ко-прав-ство } <i>vy-so-ko-prav-stvo</i> }	(2, 2, 6, 3)	под-жп-да-ние } <i>pod-zhi-da-niye</i> }	(5, 2, 2)
го-су-дар-ствен-ный } <i>go-su-dar-stven-nyy</i> }	(2, 2, 3, 3)	пред-ва-ри-тель-ный } <i>pred-va-ri-tel'-nyy</i> }	(5, 2, 2, 7)
до-школь-ное } <i>do-shkol'-noe</i> }	(5, 7)	пре-ди-сло-вие } <i>pre-di-slo-viye</i> }	(2, 5, 2)
зав-траш-ний } <i>zav-trash-nyy</i> }	(3, 3)	пре-до-хра-нять } <i>pre-do-khra-nyat'</i> }	(2, 5, 2)
изъ-яс-не-ние } <i>iz''-yas-ne-niye</i> }	(7, 3, 2)	при-вхо-дя-щий } <i>pri-vkho-dya-shchiy</i> }	(5, 2, 2)
ис-сле-до-ва-тель-ский } <i>is-sle-do-va-tel'-skiy</i> }	(5, 2, 2, 2, 7)	про-све-ще-ние } <i>pro-sve-shche-ni-ye</i> }	(5, 2, 2)
Крон-штадт-ский } <i>Kron-shtadt-skiy</i> }	(8, 3)	про-те-стант-ство } <i>pro-te-stant-stvo</i> }	(2, 2, 3)
на-всег-да } <i>na-vseg-da</i> }	(5, 3)	про-хва-тить } <i>pro-khva-tit'</i> }	(5, 2)
на-дви-га-ю-щий-ся } <i>na-dvi-ga-yu-shchiy-sya</i> }	(5, 2, 4, 2, 7)	раз-вю-чи-вать } <i>raz-v'yuchi-vat'</i> }	(5, 2, 2)
над-вя-зать } <i>nad-vya-zat'</i> }	(5, 2)	раз-мно-жать } <i>raz-mno-zhat'</i> }	(5, 2)
не-сго-ра-е-мый } <i>ne-sgo-ra-e-myy</i> }	(5, 2, 4, 2)	рас-ска-зы-вать } <i>ras-ska-zy-vat'</i> }	(5, 2, 2)
неф-те-хра-ни-ли-ще } <i>nef-te-khra-ni-li-shche</i> }	(3, 6, 2, 2, 2)	соб-ствен-ный } <i>sob-stven-nyy</i> }	(3, 3)
ни-сколь-ко } <i>ni-skol'-ko</i> }	(5, 7)	со-дей-ство-вать } <i>so-dey-stvo-vat'</i> }	(5, 7, 2)
об-ло-же-ние } <i>ob-lo-zhe-niye</i> }	(5, 2, 2)	со-е-ди-нѣ-ние } <i>so-ye-di-nen-nyye</i> }	(5, 2, 2, 3)
обо-зна-че-ние } <i>obo-zna-che-niye</i> }	(5, 2, 2)	сол-неч-ный } <i>sol-nech-nyy</i> }	(3, 3)
объ-яс-ни-тель-ный } <i>ob''-yas-ni-tel'-nyy</i> }	(7, 3, 2, 7)	солн-це-сто-я-ние } <i>soln-tse-sto-ya-niye</i> }	(3, 6, 4, 2)
од-но-звуч-ный } <i>od-no-zvuch-nyy</i> }	(3, 6, 3)	удоб-ней-ше } <i>udob-ney-she</i> }	(3, 7)

Stress and diacritics

No simple set of rules for syllabic stress can be formulated. The only dependable guide is a native, or a dictionary in the case of basic forms and a grammar for their inflectional shiftings.

The only diacritics are the dieresis and the breve. These do not indicate stress but modification of sound. Note alphabet.

Capitalization

Capitalization is practically as in English, except that proper adjectives, names of the months (except when abbreviated), and days of the week are lowercased.

Punctuation

Punctuation is very similar to that of English, but the comma is used for restrictive as well as nonrestrictive clauses. The dash is used between a subject and a complement when there is no verb *is* or *are*, and sometimes before a clause where the equivalent of the conjunction *that* has been omitted. Dialog is usually shown by dashes rather than quotation marks. Cited material is enclosed in quotation marks, which are usually in the French form—« », though sometimes in the German form—„“, and rarely as in English.

Abbreviations

Амер.	Американский, American	и т. п.	и тому подобное, and such like
АХР	Ассоциация Художников Революции, Association of Artists of the Revolution	км.	километр, kilometer
		КП	Коммунистическая Партия, Communist Party
ВКП(Б)	Всесоюзная Коммунистическая Партия (Большевик), Communist (Bolshevik) Party of the Soviet Union	м.	метр, meter
		мм.	миллиметр, millimeter
		м. п.	место печати, place of seal, L. S.
		на пр.	на пример, for example
вм.	вместо, instead of	н. ст.	новый стиль, new style
ВОКС	Всесоюзное Общество Культурной Связи с Загранницей, All-Union Society for Foreign Cultural Relations	по Р. X.	по рождестве Христове, anno Domini
		см.	сантиметр, centimeter; смотри, see, cf.
ВЦИК	Всероссийский Центральный Исполнительный Комитет, All-Russian Central Executive Committee	СССР	Союз Советских Социалистических Республик, Union of Soviet Socialist Republics
г.	город, city; год, year	с. ст.	старый стиль, old style
Г.	Господин, Mr.	США	Соединенные Штаты Америки, United States of America
Гжа	Госпожа, Mrs., Miss	ст.	статья, article
гл.	глава, chapter	стр.	страница, page
ж. д.	железная дорога, railroad	т. е.	то есть, that is
и мн.	и многие другие, and many others	ЦИК	Центральный Исполнительный Комитет, Central Executive Committee
и пр.	и прочее, etc.	ч.	часть, part
и т. д.	и так далее, etc.		

Cardinal numbers

один, одна, одно	one	одиннадцать	eleven
<i>m., f., n.</i>		двенадцать	twelve
два, две <i>m. & n., f.</i>	two	тринадцать	thirteen
три	three	четырнадцать	fourteen
четыре	four	пятнадцать	fifteen
пять	five	шестнадцать	sixteen
шесть	six	семнадцать	seventeen
семь	seven	восемнадцать	eighteen
восемь	eight	девятнадцать	nineteen
девять	nine	двадцать	twenty
десять	ten	двадцать один, etc.	twenty-one, etc.

Cardinal numbers—Continued

тридцать	thirty	двести	two hundred
сорок	forty	триста, etc.	three hundred, etc.
пятьдесят, etc.	fifty, etc.		five hundred, etc.
девяносто	ninety	пятьсот, etc.	thousand
сто	hundred		
сто один, etc.	one hundred and one, etc.	тысяча	

Ordinal numbers ²

первый	first	шестнадцатый	sixteenth
второй	second	семнадцатый	seventeenth
третий	third	восемнадцатый	eighteenth
четвёртый	fourth	девятнадцатый	nineteenth
пятый	fifth	двадцатый	twentieth
шестой	sixth	двадцать первый	twenty-first
седьмой	seventh	сотый	hundredth
восьмой	eighth	сто первый, etc.	one hundred and first, etc.
девятый	ninth		two hundredth
десятый	tenth	двухсотый	three hundredth
одиннадцатый	eleventh	трехсотый	four hundredth
двенадцатый	twelfth	четырёхсотый	five hundredth, etc.
тринадцатый	thirteenth	пятьсотый, etc.	thousandth
четырнадцатый	fourteenth		
пятнадцатый	fifteenth	тысячный	

Months

январь (Янв.)	January	июль	July
февраль (Февр.)	February	август (Авг.)	August
март	March	сентябрь (Сент.)	September
апрель (Апр.)	April	октябрь (Окт.)	October
май	May	ноябрь	November
июнь	June	декабрь (Дек.)	December

Days

воскресенье	Sunday	четверг	Thursday
понедельник	Monday	пятница	Friday
вторник	Tuesday	суббота	Saturday
среда	Wednesday		

Seasons

весна	spring	осень	autumn
лето	summer	зима	winter

Time

час	hour	месяц	month
день	day	год	year
неделя	week		

NOTE ON OLD SPELLING

On October 10, 1918, the Council of People's Commissars decreed the introduction of a spelling reform that had been proposed many years before but never adopted. The spelling used from that time in all official publications, except those of the Academy of Sciences (Akademiya Nauk), was this new spelling. The academy adopted the new spelling in 1924. All Russian writing and printing, except for a few publications outside Russia, has been in the new spelling since the institution of the reform.

The old spelling, found in books printed before the dates mentioned, differed in the following ways:

¹The ordinal numbers here given are of the masculine gender. To convert them to feminine or neuter, it is only necessary to effect the proper gender changes: For the feminine, change **ЫЙ** to **АЯ**, **ИЙ** to **ЬЯ**, **ОЙ** to **ОЯ**. For the neuter, change **ЫЙ** to **ОЕ**, **ИЙ** to **БЕ**, and **ОЙ** to **ОЕ**.

1. There were used the additional *i* (in the alphabet, after *и* and before *к*, as *ѣ* was not considered a separate letter), *ѣ* (after *ѣ*), *ѥ* (after *я*), and *Ѧ* (after *ѥ*). It is now replaced by *и* (*мирѣ* became *мир*).
2. *Ѧ* was used only before another vowel letter and in the word *мирѣ*, world.
3. *Ѧ* occurred in certain words and in some grammatical endings. It represented the same sound as *e* and is now replaced by *e* everywhere. In a few cases *Ѧ* was pronounced like *ě*, and where *e* is now printed with diacresis (·), the replacement of *Ѧ* is, of course, *ě*.
4. *Ѧ* was used in words of Greek origin, for Greek *θ* (th). It was pronounced *f*, and is now replaced by *f*.
5. *Ѧ* was used in a few ecclesiastical words, for Greek *υ* (*u, y*). It was pronounced like *и*, and is replaced by that letter.
6. *Ѧ* was used at the end of all words after a consonant not followed by *ь*. In this position *Ѧ* has simply been omitted since the reform. For some years after 1918, some publishers omitted *Ѧ* altogether, using an apostrophe for it after prefixes, but the use of the apostrophe is now discouraged, and *Ѧ* is used.
7. The prefixes *из, воз, вз, раз, низ, без, чрез, через* were written with final *з* everywhere, whereas now they are written *ис, вос, etc.*, before *к, п, с, т, х, ц, ч, ш, щ, ф*.
8. Some adjective endings in the genitive singular were written *-аго, -яго*; these were replaced by *-ого, -его*.
9. The plural nominative of adjectives agreeing with feminine and neuter nouns was written *-ья, -я*; these endings were replaced by *-ые, -ие*, which had formerly been used only for adjectives agreeing with masculine nouns.
10. The pronoun "they" in referring to the feminine gender was written *онѣ*; this was replaced by *они*, previously used only for masculine reference.
11. Similarly, *однѣ, однѣх, однѣми* were replaced by *одни, одних, одними*.
12. The genitive pronoun "her" was written *ея*; this was replaced by *еѣ*, formerly used only as accusative.
13. *Ѧ* was printed only in schoolbooks. Its use is now official everywhere.

REFERENCES.—R. I. Avanesov and V. N. Simonov, *Ocherk Grammatiki Russkogo Literaturnogo Yazyka* (1945); S. C. Boyanus, *A Manual of Russian Pronunciation* (1935); V. K. Müller, *Russian-English and English-Russian Dictionary* (1944).

SPANISH

No hay que decir que la consideración que reclama el aspecto fonológico del lenguaje no viene a disminuir el interés del estudio fonético, indispensable, por su parte, para seguir la transformación de los vocablos, para conocer las tendencias que dominan en la evolución del idioma, para la comparación de los dialectos y para la determinación de las zonas y áreas de la geografía lingüística.—Tomás Navarro, *Fonología Española*, p. 10.

Alphabet and pronunciation

A	a	<i>a</i> in watt; <i>ai</i> as in aisle
B	b	<i>b</i> , at beginning of words and after <i>m</i> ; more like <i>v</i> everywhere else
C	c	<i>c</i> in car, before <i>a</i> , <i>o</i> , <i>u</i> , and consonants; before <i>e</i> , <i>i</i> pronounced as <i>s</i> in so, in Latin America; as <i>th</i> in thin, in Spain
Ch	ch	<i>ch</i> in chart
D	d	<i>d</i> , at beginning of words and after <i>n</i> and <i>l</i> ; everywhere else more like <i>th</i> in they
E	e	<i>e</i> in met; <i>ei</i> as in vein
F	f	<i>f</i>
G	g	<i>g</i> in go, before <i>a</i> , <i>o</i> , <i>u</i> , and consonants; like strong <i>h</i> before <i>e</i> and <i>i</i> ; <i>gu</i> like <i>gw</i> before <i>a</i> , <i>o</i> ; like <i>g</i> in go, before <i>e</i> , <i>i</i> ; <i>gü</i> like <i>gw</i> before <i>e</i> , <i>i</i>
H	h	not pronounced
I	i	<i>i</i> in machine; <i>y</i> in yet, before and after vowels
J	j	<i>h</i> , but with more friction (same as <i>g</i> before <i>e</i> , <i>i</i>)
K	k	<i>k</i> ; only in foreign words
L	l	<i>l</i> in lily
LL	ll	<i>y</i> in yet, in most of Latin America; <i>lli</i> in million, in Spain, Colombia, and Ecuador
M	m	<i>m</i>
N	n	<i>n</i> ; <i>nv</i> like <i>mb</i> in lumber
Ñ	ñ	<i>ny</i> in canyon
O	o	<i>o</i> in coat; <i>oi</i> as in oil
P	p	<i>p</i>
Q	q	always followed by silent <i>u</i> , <i>qu</i> being pronounced <i>k</i>
R	r	<i>r</i> , like tongue-tap <i>r</i> in British pronunciation of very
Rr	rr	<i>r</i> trilled, as in Scotch English or Italian
S	s	<i>s</i> in so, before most consonants and between vowels; <i>z</i> in zeal, before voiced consonants (<i>b</i> , <i>d</i> , <i>g</i> , <i>l</i> , <i>m</i> , <i>n</i> , <i>r</i> , <i>y</i>)
T	t	<i>t</i>
U	u	<i>u</i> in rule (=oo as in coo); <i>w</i> in wet, before vowels; silent in <i>gue</i> , <i>gui</i> , <i>qu</i>
V	v	<i>b</i> at beginning of words; more like <i>v</i> everywhere else
W	w	<i>w</i> , <i>v</i> ; only in foreign words

X	x	<i>x</i> in <i>ax</i> (= <i>ks</i>), between vowels; <i>s</i> before consonants; <i>h</i> in the word <i>México</i> and its derivatives; sometimes <i>sh</i> in Latin America
Y	y	<i>y</i> in <i>yet</i> , initially and between vowels; <i>ay</i> as <i>ai</i> in <i>aisle</i> ; <i>ey</i> as in <i>they</i> ; <i>oy</i> as in <i>boy</i>
Z	z	<i>s</i> in <i>so</i> , in Latin America; <i>th</i> in <i>thin</i> , in Spain

Special characters

Spanish uses the Latin alphabet with the addition of the characters Ñ ñ. Note that *ch*, *ll*, and *rr* are regarded as separate units; i. e., words beginning with *ch* will be entered in the dictionary after words beginning with *cz*, not between the groups of words beginning with *ce* and *ci*. The acute accent appears very frequently over one of the vowel letters in a word. The dieresis appears occasionally over *u* following *g*; its occurrence elsewhere is so rare as to be negligible.

Vowels and consonants

The vowels are *a*, *e*, *i*, *o*, *u*, and sometimes *y*. The other letters are consonants. The letter *y* is a consonant at the beginning of a word (before a vowel) and between two vowels.

Combinations of vowel letters (diphthongs and triphthongs)

The vowel *i* or *u* preceding *a*, *e*, *i*, *o*, *u*, or following *a*, *e*, *o*, is pronounced as a single syllable with the preceding or following vowel; if the diphthong occurs in a syllable which needs an accent mark (see *Stress and diacritics*), the acute accent is placed over the vowel other than *i* or *u*. The diphthongs are:

<i>ai</i>	<i>ei</i>	<i>oi</i>		<i>ái</i>	<i>éi</i>	<i>ói</i>	
<i>au</i>	<i>eu</i>	<i>ou</i>		<i>áu</i>	<i>éu</i>	<i>óu</i>	
<i>ia</i>	<i>ie</i>	<i>io</i>	<i>iu</i>	<i>ía</i>	<i>ié</i>	<i>ió</i>	<i>íu</i>
<i>ua</i>	<i>ue</i>	<i>uo</i>	<i>uí</i>	<i>úa</i>	<i>ué</i>	<i>uó</i>	<i>uí</i>

At the end of a word and in one-syllable words, *ay*, *ey*, *oy* replace the diphthongs ending in *i*.

Sequences of vowel letters which are not diphthongs, and which may be divided, are those in which *i* or *ú* precedes or follows another vowel: *ai*, *ei*, *oi*, *au*, *eu*, *ou*, *ia*, *ie*, *io*, *iu*, *úa*, *ué*, *uó*, *uí*.

Spanish also has triphthongs. A triphthong is a combination of three vowels, the middle one of which is stressed, the others unstressed; the combination is pronounced as a single syllable. The triphthongs are:

<i>iai</i>	<i>iei</i>	<i>ioi</i>	<i>iii</i>	<i>uai</i>	<i>uei</i>	<i>uoi</i>	
<i>iaú</i>	<i>ieu</i>	<i>iou</i>		<i>uaú</i>	<i>ueú</i>	<i>uou</i>	<i>uíu</i>

If the *i* or *u* at the beginning or the end of a sequence of three vowel letters has an acute accent, it is not part of a triphthong, and division may be made accordingly; e. g., *í-ai*, *ua-ú*, *ú-oi*.

Combinations of consonant letters (digraphs)

The digraphs are *ch*, *ll*, and *rr*; *sh* is also used in some parts of Latin America, with the same sound as in shoe.

Consonantal units

In Spanish certain consonants followed by *l* or *r* are pronounced in the same syllable with the following vowel. These consonant groups are: *bl*, *br*; *cl*, *cr*; *dr*; *fl*, *fr*; *gl*, *gr*; *pl*, *pr*; *tr*.

Rules for syllabification

1. Diphthongs, triphthongs, digraphs, and consonantal units may not be divided.

2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *ca-sa*, *bue-no*, *re-yes*, *mu-cho*, *po-lló*, *co-rrer*, *ha-blar*, *li-bro*.

3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *ac-ta*, *ac-ci-ón*, *ist-mo*, *nar-cha*, *cen-tro*.

4. Division may be made between vowels not constituting a diphthong or triphthong or between a diphthong and another vowel: *ca-er*, *le-er*, *ba-úl*, *flú-ído*, *temí-ais*.

5. Certain adverbial prefixes are kept intact. These are: *anti*, *bis*, *circum*, *cis*, *des*, *inter*, *mal*, *pan*, *sub*, *super*, *trans*, and *tras*: *anti-artístico*, *bis-anuo* (never *bi-sanuo*), *circum-ambiente* (never *circu-mambiente*), *des-unión* (never *de-sunión*). Other prefixes are also divisible from the stem, provided the division conforms to rules 2 to 4: *contra-parte* (rule 2), *ab-negación* (rule 3), *ex-traer* (rule 3), *co-existir* (rule 4). Otherwise division on prefixes should be avoided, except in cases of exigency, such as very narrow measure: *ab-usar* (better *abu-sar*), *re-unir* (better *reu-nir*), *ex-ánime* (better *exá-nime*), *in-afectado* (better *ina-fectado*), *coincidencia* (better *coin-cidencia*). In no case may division on a prefix be made, however, before an *s* followed by another consonant: *cons-titución* (never *constitución*), *pers-pectivo* (never *per-spectivo*), *subs-tancia* (never *sub-stancia*).¹

6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): *estado-unidense* (rather than *estadou-nidense*), *bien-estar*. (There are not many compound words in Spanish the correct division of which does not coincide with rules 1 to 5.)

7. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *Wásh-ington*, *Groen-landia* (never *Gro-enlandia*), *Gegen-stand*, *Frei-schütz*, *Ingol-stadt*, *Ste-phen-son*. Scientific and technical words derived from Latin and Greek are treated as naturalized Spanish words and are divided according to rules 1 to 6: *diag-nóstico*, *hemis-ferio*, *anastomosis*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

Amé-ri-ca	(2, 2)	in-clu-yen-do	(3, 2, 3)
anas-to-mo-sis	(3, 2, 2)	in-ter-a-me-ri-ca-no	(3, 5, 2, 2, 2, 2)
an-te-o-jos	(3, 6, 2)	in-te-re-ses	(3, 2, 2)
an-ti-es-pas-mó-di-co	(3, 5, 3, 3, 2, 2)	in-te-rro-ga-ción	(3, 2, 2, 2)
an-ti-psó-ri-co	(3, 5, 2, 2)	íst-mi-co	(3, 2)
apro-xi-ma-ción	(2, 2, 2)	lla-me-an-te	(2, 4, 3)
au-to-ex-ci-tan-te	(2, 4, 3, 2, 3)	lu-ga-ri-lló	(2, 2, 2)
au-xi-liar	(2, 2)	ma-la-men-te	(2, 2, 3)
ba-le-á-ri-co	(2, 4, 2, 2)	mal-in-ten-cio-na-do	(5, 3, 3, 2, 2)
bis-a-nuo	(5, 2)	ma-yo-ría	(2, 2)
bri-llan-te	(2, 3)	me-tró-po-li	(2, 2, 2)
cas-te-lla-no	(3, 2, 2)	me-xi-ca-no	(2, 2, 2)
chan-chu-lle-ro	(3, 2, 2)	mid-ship-man	(7, 3)
cir-cum-am-bien-te	(3, 5, 3, 3)	mi-llo-na-rio	(2, 2, 2)
cir-cun-stan-cia	(3, 3, 3)	mi-nis-tro	(2, 3)
cis-al-pi-no	(5, 3, 2)	mo-nos-per-mas	(2, 3, 3)
co-ne-xión	(2, 2)	ne-o-im-pre-sio-nis-mo	(4, 7, 3, 2, 2, 3)
con-se-cuen-cia	(3, 2, 3)	ne-o-yor-qui-no	(4, 2, 3, 2)
cons-ti-tu-cio-nal	(3, 2, 2, 2)	nos-o-tros	(6, 2)
cons-truc-ción	(3, 3)	obs-truir-se	(3, 3)
co-rres-pon-den-cia	(2, 3, 3, 3)	pa-f-ses	(4, 2)
cre-f-an	(4, 4)	pan-a-me-ri-ca-nis-mo	(5, 2, 2, 2, 2, 3)
cre-yen-do	(2, 3)	pa-ra-gua-ya-no	(2, 2, 2, 2)
cual-que-ra	(6, 2)	pe-re-gri-no	(2, 2, 2)
des-a-rro-llar-se	(5, 2, 2, 3)	pe-rió-di-co	(2, 2, 2)
des-em-ba-rrar	(5, 3, 2)	pe-rí-o-do	(2, 4, 2)
de-se-o-so	(2, 4, 2)	pe-ris-có-pi-co	(2, 3, 2, 2)
des-u-nir	(5, 2)	post-is-lá-mi-co	(7, 3, 2, 2)
diag-nós-ti-co	(3, 3, 2)	pro-rro-gar	(2, 2)
elip-soi-dal	(3, 2)	pú-bli-co	(2, 2)
en-te-rrar	(3, 2)	re-pú-bli-ca	(2, 2, 2)
es-o-tro	(6, 2)	san-güe-sa	(3, 2)
es-pa-ño-les	(3, 2, 2)	si-guien-tes	(2, 3)
Es-ta-do-uni-den-se	(3, 2, 6, 2, 3)	sub-al-ter-nar	(5, 3, 3)
exac-ta-men-te	(3, 2, 3)	su-per-e-mi-nen-te	(2, 5, 2, 2, 3)
exa-mi-nar	(2, 2)	trans-al-pi-no	(5, 3, 2)
exe-quá-tur	(2, 2)	tras-an-te-a-yer	(5, 3, 6, 2)
ex-hi-bi-ción	(3, 2, 2)	vos-o-tros	(6, 2)
fre-cuen-te-men-te	(2, 3, 2, 3)	Wal-len-stein	(7, 7)
ge-o-grá-fi-co	(4, 2, 2, 2)	Wásh-ington	(7, 3)
he-mis-fé-ri-co	(2, 3, 2, 2)	Welt-an-schau-ung	(7, 7, 4)
ina-pli-ca-ble	(2, 2, 2)		

¹ This rule of the *s* is rigidly adhered to, because no Spanish word and hence no syllable can begin with a group of consonants the first of which is *s*.

Stress and diacritics

The tilde, the dieresis, and the acute accent are the diacritical marks used in Spanish. The tilde is used only over the *n*, and *ñ* is a special character representing a separate phoneme, the palatal *n*. The use of the dieresis is related to the spelling of the *k*, *kw*, *g*, and *gw* sounds before the various vowels, as follows:

	a	o	u	e	i
(<i>k</i>)	<i>ca</i>	<i>co</i>	<i>cu</i>	<i>que</i>	<i>qui</i>
(<i>kw</i>)	<i>cua</i>	<i>cuo</i>		<i>cüe</i>	<i>cüi</i>
(<i>g</i>)	<i>ga</i>	<i>go</i>	<i>gu</i>	<i>gue</i>	<i>gui</i>
(<i>gw</i>)	<i>gua</i>	<i>guo</i>		<i>güe</i>	<i>güi</i>

The acute accent is used over a vowel to indicate that it is stressed; it is also used to distinguish homonyms. If there is no accent mark, a word ending in a consonant (including *y*, except *n* and *s*) is stressed on the last syllable; a word ending in a vowel, *n*, or *s* is stressed on the next-to-last syllable. Specifically, the acute accent is used as follows:

1. To indicate that the vowel is stressed.
2. To indicate vowels not forming a diphthong. (See Diphthongs.)
3. To distinguish words of the same spelling but of different meanings: *aún*, still, yet, *aun*, even; *dé*, give, *de*, of; *él*, he, him, *el*, the (but *el que*, *el cual*, he who, him who); *há*, ago, *ha*, has; *hé*, behold, *he*, I have; *mí*, me, *mi*, my; *más*, more, *mas*, but; *sé*, I know, be thou, *se*, oneself; *sí*, yes, oneself, *si*, if; *sólo*, only, *solo*, alone, single; *té*, tea, *te*, thee; *tú*, thou, *tu*, thy; *vé*, go, *ve*, sees.
4. To distinguish interrogative or exclamatory use from relative or declarative: *adónde*, where? *adonde*, where; *cómo*, how? *como*, as; *cuán*, how! *cuan*, how; *cuándo*, when? *cuando*, when; *cuánto*, how much? *cuanto*, as much; *cuyo*, whose? *cuyo*, whose; *dónde*, where? *donde*, where; *qué*, what? *que*, which; *quién*, who(m)? *quien*, who(m).
5. To distinguish pronouns from adjectives: *éste*, this one, *este*, this; *ése*, that one, *ese*, that; *aqué*, that one yonder, *aquel*, that.
6. Arbitrarily on monosyllabic aorists: *dí*, I gave; *fui*, I was; *fué*, he was; *rió*, he laughed; *ví*, I saw; *vió*, he saw.
7. To avoid confusing the word *o* (or) with the zero: *2 ó 3*, but *dos o tres*, two or three.

Capitalization

The English style of capitalization is followed, with few exceptions.

Adjectives derived from proper nouns are lowercased, as *las mujeres colombianas* (the Colombian women) and *los cruceros brasileños* (the Brazilian cruisers).

The first word of a question occurring within a sentence is lowercased, as: *Cuando viene la noche, ¿cómo se puede ver?*

Note the following forms of capitalization: *El señor Enrique Palava*; *el señor don Enrique Palava*.

Days of the week and months begin with a lowercase letter.

In titles of books, only the initial and proper nouns are capitalized: *Historia crítica de España y de la cultura española*.

Punctuation and hyphenation

Punctuation is practically the same as in English; and, in addition, inverted interrogation and exclamation marks are used at the exact beginning of the question or exclamation.

Si es así, ¿qué he de hacer? Pero, ¡ay de mí! no es posible.

Quotation marks begin the first paragraph of a dialog. The succeeding paragraphs sometimes start with em dashes instead of quotation marks, and the latter are not used until the dialog ends:

“¿Es así, señor?

—Si; es verdad.

—¿Cómo se puede averiguarlo?

No sé; pero es la verdad.”

The hyphen, as a rule, is used only in syllabification. The apostrophe is not employed.

Abbreviations

A.	autor, author	pág.	página, page
AA.	autores, authors	pár.	párrafo, paragraph
art.	artículo, article	P. R.	Puerto Rico
B.	beato, blessed	Q. E. P. D.	que en paz descanse, deceased
B. S. M.	beso sus manos, with great respect (<i>lit.</i> I kiss your hands)	R. A.	República Argentina, Argentine Republic
C. A.	Centroamérica, Central America	S. A.	Sociedad Anónima, stock company; Su Alteza, His Highness; Sudamérica, South America
cap.	capítulo, chapter	S. Atto. S. S.,	su atento y seguro servidor, your obedient and faithful servant
Cfa.	compañía, company	S. A. S. S.	
c/l.	curso legal, legal procedure	S. E.	Su Excelencia, His Excellency
C. M. B.	cuyas manos beso, very respectfully (<i>lit.</i> whose hands I kiss)	sec.	sección, section
D.	don, Mr.	S. E. u O.	salvo error u omisión, error or omission excepted
D. F.	Distrito Federal, Federal District	S. M.	Su Majestad, His Majesty
Dña.	doña, Mrs.	Sr.	señor, sir; also Lord
Dr.	doctor, doctor	Sra.	señora, lady
Dra.	doctora, doctress	Sres.	señores, sirs
EE. UU.,	Estados Unidos, United States	Srio.	secretario, secretary
E. U.		Srita., Srta.	señorita, young lady, Miss
E. U. A.	Estados Unidos de América, United States of America	S. S.	Su Señoría, His Lordship
Gral.	general, general	Sto.	santo, saint
hh.	hojas, leaves	t.	tomo, volume
Hnos.	hermanos, brothers	tip.	tipografía, printing office
ib.	ibídem, in the same place	Úd., V., Vd.	usted, you (singular)
íd.	ídem, the same	Uds., VV.	ustedes, you (plural)
Ilmo.	ilustrísimo, Very Illustrious	V.	véase, see
Lic., Lcdo.	licenciado, licensed	V. A.	Vuestra Alteza, Your Highness
L. S.	lugar del sello, place of the seal	V. E.	Vuestra Excelencia, Your Excellency
Méx.	México, Mexico	V. M.	Vuestra Majestad, Your Majesty
m/n.	moneda nacional, national currency	Vm.	Vuestra Merced, Your Worship
n. a.	nota del autor, author's note	&	y, and
No., N ^o .	número, number		
núm.			
N. Y.	Nueva York, New York		

Cardinal numbers

uno, una	one	veinte y dos, veintidós, etc.	twenty-two, etc.
dos	two	treinta	thirty
tres	three	cuarenta	forty
cuatro	four	cincuenta	fifty
cinco	five	sesenta	sixty
seis	six	setenta	seventy
siete	seven	ochenta	eighty
ocho	eight	noventa	ninety
nueve	nine	ciento, cien	hundred
diez	ten	ciento y uno, etc.	one hundred and one, etc.
once	eleven	doscientos, -as, etc.	two hundred, etc.
doce	twelve	quinientos, -as	five hundred
trece	thirteen	seiscientos, -as	six hundred
catorce	fourteen	setecientos, -as	seven hundred
quince	fifteen	ochocientos, -as	eight hundred
diez y seis, dieciséis	sixteen	novecientos, -as	nine hundred
diez y siete, diecisiete, etc.	seventeen, etc.	mil	thousand
veinte	twenty		
veinte y uno (veintiuno)	twenty-one		

Round millions preceding units of quantity are followed by the preposition *de*: *tres millones de pesos, 3,000,000 de pesos.*

Ordinal numbers

prim(er)o, -a (1 ^o)	first	cuadragésimo	fortieth
segundo, -a (2 ^o)	second	quinquagésimo	fiftieth
tercero, tercer	third	sexagésimo	sixtieth
cuarto	fourth	septuagésimo	seventieth
quinto	fifth	octogésimo	eightieth
sexto, sexto	sixth	nonagésimo	ninetieth
sé(p)timo	seventh	centésimo	hundredth
octavo	eighth	centésimo primo,	one hundred and
noveno, nono	ninth	etc.	first, etc.
décimo	tenth	ducentésimo	two hundredth
undécimo	eleventh	trecentésimo	three hundredth
duodécimo	twelfth	cuadragentésimo	four hundredth
décimotercio	thirteenth	quingentésimo	five hundredth
décimocuarto, etc.	fourteenth, etc.	sexcentésimo	six hundredth
vigésimo	twentieth	septigentésimo	seven hundredth
vigésimo primero,	twenty-first, etc.	octogentésimo	eight hundredth
etc.		nonagentésimo	nine hundredth
trigésimo	thirtieth	milésimo	thousandth

Months

enero (eno.)	January	julio (jul.)	July
febrero (fbro.)	February	agosto (agto.)	August
marzo (mzo.)	March	se(p)tiembre (sbre.)	September
abril (ab.)	April	octubre (obre.)	October
mayo	May	noviembre (nbre.)	November
junio (jun.)	June	diciembre (dbre.)	December

Days

domingo	Sunday	jueves	Thursday
lunes	Monday	viernes	Friday
martes	Tuesday	sábado	Saturday
miércoles	Wednesday		

Seasons

primavera	spring	otoño	autumn
verano	summer	invierno	winter

Time

hora	hour	mes	month
día	day	año	year
semana	week		

REFERENCES.—Real Academia Española, Gramática de la Lengua Castellana (1931); Arturo Cuyás, Appleton's New Spanish-English and English-Spanish Dictionary (1940); Tomás Navarro, Fonología Española (1949).

SWEDISH

Då nu en ny upplaga av denna bok skall ges ut, har jag begagnat tillfället att göra några smärre rättelser och förtydliganden—större ändringar i texten ha även om de i vissa fall syntts önskvärda av praktiska skäl icke kunnat sättas i fråga.—Erik Ludvig Wellander, Riktig Svenska (1941), p. xvi.

Alphabet and pronunciation

A	a	<i>a</i> in father	M	m	<i>m</i>
B	b	<i>b</i>	N	n	<i>n</i>
C	c	<i>s</i> in sent, before <i>e, i, y</i> ; elsewhere <i>k</i>	O	o	<i>o</i> in often; <i>oo</i> in goose
D	d	<i>d</i> ; silent before <i>j</i>	P	p	<i>p</i>
E	e	<i>e</i> in felt, prey	Q	q	<i>q</i>
F	f	<i>f</i> ¹	R	r	<i>r</i> trilled
G	g	<i>y</i> in yet, before stressed <i>e, i, y, ä, ö</i> , and after <i>l</i> and <i>r</i> in the same syllable; otherwise <i>g</i> in go, but silent before <i>j</i>	S	s	<i>s</i> ; never <i>z</i>
H	h	<i>h</i> ; silent before <i>j</i> and <i>v</i>	T	t	<i>t</i> ²
I	i	<i>i</i> in sit; <i>ee</i> in tree	U	u	<i>u</i> in fuse; also roughly equivalent to unstressed <i>ue</i> in value
J	j	<i>y</i> in yet; in some foreign words pronounced <i>sh</i>	V	v	<i>v</i>
K	k	<i>k</i> ; approximately <i>ch</i> in chair, before stressed <i>i, e, y, ä, ö</i> ; a few exceptions in loan- words	W	w	<i>v</i>
L	l	<i>l</i> ; silent before <i>j</i>	X	x	<i>x</i>
			Y	y	like German <i>ü</i> or French <i>u</i>
			Z	z	<i>s</i> ; never <i>z</i>
			Å	å ³	<i>o</i> in go; <i>aw</i> in saw <i>å</i>
			Ä	ä	like <i>e</i> in felt; <i>a</i> in glaze
			Ö	ö	like German <i>ö</i> or French <i>eu</i>

¹ In the orthography employed prior to 1906, the *v* sound was represented in absolutely final position by *f*; medially by *fv*. Since 1906, *v* has represented *f* and *fv*, except in some proper names.

² In words of Latin origin, the combination *ti* in the suffix *tion* is pronounced as in English if preceded by any consonant except *r* (*aktion*, pronounced *akshon*), otherwise like *ch* in chair (*nation*, pronounced *nachon*; *portion*, pronounced *porchon*); in the combinations *tia* and *tie* like *ts* (*profetia*, pronounced *profetsia*; *aktie*, pronounced *aktsie*).

³ In typesetting, if the character *å* is not available, it is replaced by *aa*.

Special characters

Swedish uses the Latin alphabet with the addition of three special characters—the last three in the alphabet.

Vowels and consonants

The vowels are *a, e, i, o, u, y, å, ä, and ö*; the so-called back vowels being *a, o, u, and å*; the front vowels *e, i, y, ä, and ö*. The other letters of the alphabet are all consonants.

Diphthongs

The diphthongs in Swedish are *au*, pronounced like *ou* in house; *eu*, pronounced somewhat like *e(ph)ew* in nephew; *oj* as in boy; *aj*, pronounced like *igh* in high.

Digraphs

The digraphs and their sounds are:

ch as *k*

kj as *ch* in chair

ph as *f* (in foreign words)

sch as *sh* in shall

sj as *sh* in shall

sk as *sh* in shall (it is not a digraph if pronounced like *sk* in basket)¹

skj as *sh* in shall

stj as *sh* in shall

th as *t* (in foreign words)

qu as *kv*

Nasals

The combination *ng* is pronounced like *ng* in *sing-er* (not *fin-ger*) and is termed a nasal: *ingen* (pronounced *ing-en*), *hängar* (pronounced *häng-ar*), *engelsk* (pronounced *eng-elsk*), *finger* (pronounced *fiŋg-er*). The velar nasal *ng* must be distinguished, however, from the incidental collocation of the two letters resulting from compounding or affixing, in which case the *ng* is not a nasal: *angelägen* (from *an* plus *gelägen*), *ingripa* (from *in* plus *gripa*); nor is *ng* a velar nasal in words of foreign origin, such as *singular*, *evangelium*.

The letter *g* is also a velar nasal when it follows a short vowel and precedes the letter *n*: *lugn* (pronounced *lung'n*), *lugna* (pronounced *lung'na*), *vagnar* (pronounced *vang'nar*), *ugnar* (pronounced *ung'nar*).

Consonantal units

The combinations *kv* (the substitute for the Romance language *qu*), *sk*, *sp*, *st*, and *str* are treated for purposes of syllabification as units.

Rules for syllabification

1. Diphthongs, digraphs, and consonantal units may not be divided.

2. Division is made on a vowel or on a diphthong before a single consonant, a digraph, or a consonantal unit: *ta-la*, *re-gel*, *hu-set*, *ma-skin*, *pa-scha*, *be-kväm*, *reu-malisk*.

3. In a group of two or more consonants, division is made before the last consonant, digraph, or consonantal unit: *al-la*, *myc-ket*, *häs-sja*, *al-stra*, *hög-ste*, *fladd-ra*, *kan-ske*, *mar-schera*, *forsk-niŋg*.

4. Division may be made between vowels not constituting a diphthong or between a diphthong and another vowel: *se-ende*, *gå-ende*.

5. Certain adverbial prefixes are kept intact. These are: *an*, *av*, *bak*, *be*, *bi*, *bort*, *efter*, *en*, *ent*, *er*, *fort*, *fram*, *från*, *för*, *före*, *gen*, *genom*, *hop*, *in*, *med*, *miss*, *mot*, *ned*, *o*, *om*, *på*, *samman*, *sönder*, *till*, *under*, *upp*, *ur*, *ut*, *ute*, *veder*, *vid*, *åt*, *öter*, and *över*: *an-draga*, *av-tryck*, *bak-slag*, *be-kläda*, etc.

6. Certain suffixes are kept intact. These are: *aktig*, *artad*, *het*, *ska*, *skap(s)*, and *ske*: *del-aktig*, *ull-artad*, *envis-het*, *amerikan-ska*, *grann-skap*, *hand-ske*.

7. Compound words are divided according to their component parts (and each part according to rules 1 to 6): *där-emot*, *dess-utom*, *bank-aktie*, *blom-stjälk*, *bok-tryck*. The compounding *s*, if used, is kept with the preceding component: *dags-ljus*, *gevärs-exercis*, *guds-man*.

8. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *por-trätt*, *atmo-sfär*, *manu-skript*. Under this rule are also included technical and scientific words, which editors prefer to treat etymologically: *tele-skop*, *dia-fragma*, *des-injektion*.

9. The letter *x* and the nasal *ng* are properly kept with the preceding syllable: *byx-or*, *lax-en*, *gung-an*, *konung-en*.²

10. When division is made on a syllable from which a letter was elided, the letter is restored to render the syllable integral: *till-lika* (from *tillika*). It is important to bear in mind that words divided under this rule, if subsequently reset and run over, must have their original spelling restored.

¹ The letters *sk* are a digraph and pronounced soft, like *sh*, when they occur before a soft vowel in a stressed syllable: *skära* (pronounced *sha'ra*), *skynda* (pronounced *shin'da*), *maskin* (pronounced *mashin'*); otherwise they are pronounced hard, like the English *sk* (*skada*, *skriva*, *fisk*, *rust*, *handske*, *fisket*, *ruskig*).

There are a few exceptions. Contrary to the rule, *sk* is soft in *människa* (pronounced *männi-sha*), *marskalk* (pronounced *marshalk*), *kanske* (pronounced *kanshe*). On the other hand, *sk* is hard, contrary to the rule, in *skiss*, *konfiskera*, *riskera*, *skelett*, *skeptisk*, and in a few other words of foreign origin.

² The practice varies, however, and many editors allow *x* to be brought over to the next syllable and *ng* to be divided, according to the convenience of the compositor; hence: *by-xor*, *la-xen*, *gun-gan*, *konun-gen* (cf. Axel Johan Uppvall and Gösta Robert Stene, *Swedish Grammar and Reader*, 1938, p. 3, Syllabification).

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

ame-ri-kan-ska	(2, 2, 6)	kor-re-spon-dent	(3, 8, 3)
an-slags-frå-ga	(5, 7, 2)	ma-je-stä-ter	(2, 2, 2)
at-mo-sfär	(3, 8)	ma-nu-skript	(2, 8)
av-prov-ning	(5, 3)	med-ar-be-ter-ska	(5, 3, 2, 6)
bak-grun-der	(5, 3)	me-del-ål-der	(2, 7, 3)
be-grep-pet	(5, 3)	miss-hand-ling	(5, 3)
bel-le-tri-stisk	(3, 8, 2)	mot-stå-en-de	(5, 4, 3)
bi-bli-o-tek	(8, 4, 2)	ned-tryckt-het	(5, 6)
bi-dra-gan-de	(5, 2, 3)	o-be-kväm-lig ³	(5, 2, 3)
blom-nings-tid	(3, 7)	o-möj-lig ³	(5, 3)
bort-slu-ta	(5, 2)	om-stjäl-pning	(5, 3)
bo-stä-der-na	(2, 2, 3)	på-se-en-de	(5, 4, 3)
des-in-fek-tion	(8, 3, 3)	sam-man-svärj-ning	(3, 5, 3)
ef-ter-skri-va	(3, 5, 2)	sta-ter-na	(2, 3)
en-skild-het	(7, 6)	sön-der-skju-ten	(3, 5, 2)
ent-le-di-ga	(5, 2, 2)	till-freds-stäl-le-se	(5, 7, 3, 3)
en-trä-gen-het	(5, 2, 6)	un-der-hålls-kost-nad	(3, 5, 7, 3)
er-bju-dan-de	(5, 2, 3)	upp-hjäl-pan-de	(5, 3, 3)
ex-cr-cis	(8, 3)	upp-rätt-hål-la-re	(5, 7, 3, 2)
fort-skri-da	(5, 2)	ur-sprung-lig-het	(5, 3, 6)
fram-al-stra	(5, 3)	ut-ar-ren-de-ra	(5, 3, 3, 2)
främ-jan-de	(3, 3)	ute-slut-ning	(5, 3)
från-trä-da	(5, 2)	ve-ten-skaps-man	(2, 6, 7)
för-en-ta	(5, 3)	vid-stå-en-de	(5, 4, 3)
fö-re-språ-ker-ska	(2, 5, 2, 6)	åter-av-trä-da	(5, 5, 2)
gen-klan-gen	(5, 3)	åt-skil-jan-de	(5, 3, 3)
ge-nom-ar-be-ta	(2, 5, 3, 2)	än-del-se	(3, 3)
ge-o-gra-fi-ska	(4, 8, 2, 6)	änd-sta-tio-nen	(7, 2, 2)
hi-sto-ria	(2, 2)	önsk-nin-gar	(3, 3)
hop-spa-ra	(5, 2)	öst-eu-ro-pe-isk	(7, 2, 2, 4)
in-bjud-ning	(5, 3)	över-ar-bet-ning	(5, 3, 3)
kom-pan-jo-ner	(3, 3, 2)	över-tax-e-ra	(5, 9, 2)

Diacritics and stress

With the exception of *å*, *ä*, and *ö*, diacritics are used only in foreign loanwords (*résumé*) and in certain proper names (*Tegnér*).

Syllabic stress falls on the root syllable in all simple native words and on the main, usually the first, component of compound words.

Capitalization

Capitalization is similar to that in English, except that proper adjectives, days of the week, months, and holidays are lowercased. In compound names, only the first word is usually capitalized (*Förenta staterna*, United States; *Karl den store*, Charles the Great), and the second-person pronouns *Ni*, *Eder*, *Er* are capitalized in correspondence.

Punctuation

The rules of punctuation are essentially the same as in English, although Swedish punctuation is perhaps somewhat closer, the comma, especially, being used more freely. The apostrophe is not used to indicate possession, except in foreign names and those terminating in the letter *s*: *Shakespeare's dramer* (Shakespeare's dramas), *Valerius' visor* (the ballads of Valerius).

Abbreviations

Where the last letter of the abbreviation is the last letter of the complete word, the period is not used.

a.-b.	aktiebolag, joint-stock company	b., bd	band, volume, volumes
adr.	adress, address, c/o	bl. a.	bland annat, bland andra, among other things, or among others
ang.	angående, concerning	d.	död, dead
anm.	anmärkning, remark, observation	d:o	dito, ditto

³ The division on the prefix *o-* (meaning un- or non-) should be avoided except in very narrow measure to avoid bad spacing.

Abbreviations—Continued

dr, d:r	doktor, doctor
d. v. s.	det vill säga, that is, that is to say
d. y.	den yngre, junior
d. ä.	den äldre, senior; det är, that is
ell.	eller, or
e. m.	eftermiddagen, afternoon, p. m.
etc.	et cetera, and so forth
ex.	exempel, example (illustration), e. g.
f.	född, born
f. d.	för detta, before this, formerly
f. m.	förmiddagen, before noon, a. m.
frk.	fröken, Miss
f. ö.	för övrigt, besides
förf.	författare, author; författarinna, authoress
H. M.	Hans Majestät, His Majesty
hr	herr, Sir, Mr.
i st. f.	i stället för, in place of
jfr	jämför, compare, cf.
kap.	kapitel, chapter
kl.	klockan, o'clock

kr.	krona, crown; kronor, crowns (coin)
kungl.	kunglig, royal
m. a. o.	med andra ord, in other words
m. fl.	med flera, with others, and others
m. m.	med mera, etc., and so forth
n. b.	nota bene, mark (notice) well
nr, n:o	nummer, numro, number
näml.	nämligen, namely, viz, to wit
obs.	observera, observe
o. d.	och dylikt (dylika), and the like
o. s. a.	om svar anhålles, an answer is requested
o. s. v.	och så vidare, and so forth
p. s.	postskriptum, postscript
red.	redaktör, editor
s., sid.	sida, page; sidor, pages
s. d.	samma dag, the same day
s. k.	så kallad, so called
t. ex.	till exempel, for instance
t. o. m.	till och med, even
und.	undantag, exception

Cardinal numbers

en, ett	one
två	two
tre	three
fyra	four
fem	five
sex	six
sju	seven
åtta	eight
nio	nine
tio	ten
elva	eleven
tolv	twelve
tretton	thirteen
fjorton	fourteen
femton	fifteen
sexton	sixteen
sjutton	seventeen

aderton	eighteen
nitton	nineteen
tjugu (tjugo)	twenty
tjuguen (tjuguett)	twenty-one
tjugutvå, etc.	twenty-two, etc.
tretti(o)	thirty
fyrtio	forty
femtio	fifty
sextio	sixty
sjuttio	seventy
åttio	eighty
nittio	ninety
hundra	hundred
hundra ett, etc.	one hundred and one, etc.
två hundra, etc.	two hundred, etc.
tusen	thousand

Ordinal numbers

(den) förste (-a)	first
andre (-a)	second
tredje	third
fjärde	fourth
femte	fifth
sjätte	sixth
sjunde	seventh
åttonde	eighth
nionde	ninth
tionde	tenth
elfte (elvte)	eleventh
tolfte (tolvte)	twelfth
trettonde	thirteenth
fjortonde	fourteenth
femtonde	fifteenth
sextonde	sixteenth
sjuttionde	seventeenth
adertonde	eighteenth

nittonde	nineteenth
tjugonde	twentieth
tjuguförsta	twenty-first
tjuguandra, etc.	twenty-second, etc.
trettionde	thirtieth
fyrtionde	fortieth
femtionde	fiftieth
sextionde	sixtieth
sjuttionde	seventieth
åttionde	eightieth
nittionde	ninetieth
hundra	hundredth
hundra första	one hundred and first, etc.
två hundra, etc.	two hundredth
tusende	thousandth

Months

januari (jan.)	January	juli	July
februari (feb.)	February	augusti (aug.)	August
mars	March	september (sept.)	September
april (apr.)	April	oktober (okt.)	October
maj	May	november (nov.)	November
juni	June	december (dec.)	December

Days

söndag	Sunday	torsdag	Thursday
måndag	Monday	fredag	Friday
tisdag	Tuesday	lördag	Saturday
onsdag	Wednesday		

Seasons

vår	spring	höst	autumn
sommar	summer	vinter	winter

Time

timme	hour	månad	month
dag	day	år	year
vecka	week		

REFERENCES.—Axel Johan Uppvall and Gösta Robert Stene, *Swedish Grammar and Reader* (1938); Edwin J. Vickner, *Simplified Swedish Grammar* (1946); Walter E. Harlock, *Svensk-Engelsk Ordbok* (1947); Axel Johan Uppvall, *Swedish Phonology* (1938).

TURKISH

Ey, Türk Gençliği, birinci vazifen Türk istiklâlini, Türk Cümhuriyetini ilelebet muhafaza ve müdafaa etmektir. Birgün İstiklâl ve Cümhuriyeti müdafaa mecburiyetine düşersen, vazifeye atılmak için içinde bulunacağın vaziyetin imkân ve şeraitini düşünmeyeceksin. Mevcudiyetinin ve istikbâlinin yegâne temeli budur. Bu temel senin en kıymetli hazinendir.¹—K. Atatürk.

Alphabet and pronunciation

A	a	a in father	L	l	l in link
Â	â	see Special characters	M	m	m in man
B	b	b in bed	N	n	n in no
C	c	j in judge	O	o	o in or
Ç	ç	ch in church	Ö	ö	like German ö or French eu
D	d	d in do	P	p	p in pin
E	e	e in red	R	r	r in red, somewhat more trilled than in English
F	f	f in far	S	s	s in sun
G	g	g in go	Ş	ş	sh in shall
Ğ	ğ	y in yet, between front vowels (i, e, ü, ö); silent or voiced spirant between back vowels (ı, a, u, o); after a vowel, final or before a consonant, prolongs the vowel	T	t	t in tin
H	h	h in hat	U	u	u in push
İ	i	i in machine	Û	û	see Special characters
I	ı	i in sir	Ü	ü	like German ü or French u
J	j	z in azure	V	v	v in van, sometimes more like w
K	k	k in kit	Y	y	y in yet or boy
			Z	z	z in zeal
				'	like glottal catch "uh-oh"

Special characters

Turkish uses the Latin alphabet with the addition of the following special characters: Â â, Ç ç, Ğ ğ, İ ı, Ö ö, Ş ş, Û û, and Ü ü. The characters Ğ ğ occur also as Ğ ğ. Note the characters İ I, ı i. The circumflex accent (^) is frequently used over vowels. It sometimes indicates prolongation of the vowel, sometimes palatal (y-like) pronunciation of neighboring k, g, or l. Turkish orthography uses no digraphs.

Vowels and consonants

The vowel letters are a, â, e, i, ı, o, ö, u, û, and ü. The remaining letters of the alphabet are consonants. The apostrophe ('), which indicates hiatus or slight glottal catch, counts as a consonant.

¹[TRANSLATION:] O, Turkish Youth, your first duty is to look after and eternally to protect the Turkish Independence. If one day you are called upon to defend the Republic and the Independence, you will take over your duty neither flinching nor being deterred by any circumstances or situations in which you may find yourselves. This is the only foundation to your existence and future. This foundation is your most valuable treasure.

Consonantal units

For the purposes of syllabification, there are no consonantal units in Turkish, although in foreign words deference is shown to consonantal units according to the language of origin.

Rules for syllabification

1. Turkish, not having diphthongs, digraphs, or consonantal units, has no groups of vowels or consonants which may not be divided, provided division conforms to rules 2 to 8 below.

2. Division is made on a vowel before a single consonant: *ha-va, zi-ya, sa-kin*.

3. In a group of two or more consonants, division is made before the last consonant: *bil-mek, bil-lâr, ört-mek, sat-hî, sal-ya, bey-yine*.

4. Vowels may be divided: *ma-ani, mu-af*.

5. Turkish has no prefixes in the conventionally accepted sense. The negative particle *gayri*, however, acts as a prefix and is kept intact: *gayri-matbu*.

6. Compound words are divided according to their component parts (and each part according to rules 1 to 5): *göz-ağrısı*.

7. Foreign words and components of foreign words (not naturalized) follow the conventions of the language of origin: *fa-brika, am-plifikatör, ka-blo, tel-graf, boy-skavt*. In this rule are also included scientific and technical words, which editors prefer to treat etymologically: *pan-kreas, proto-plasma*.

8. Division may be made on the apostrophe indicating hiatus: *mes'-ul*.

Illustrative word divisions

[The numbers in parentheses refer to the syllabification rules]

A-ce-mis-tan	(2, 3)	Is-tan-bul	(3, 3)
a-kort-la-mak	(3, 2)	i-yi-leş-mek	(2, 3)
A-la-man-ya	(2, 3)	ır-ga-la-mak	(3, 2, 2)
alt-muş-al-tı	(3, 6, 3)	kü-tüp-ha-ne	(2, 3, 2)
A-me-ri-kan	(2, 2)	lâ-a-let-ta-yin	(4, 2, 3, 2)
an'-a-nan	(8, 2)	li-to-ğra-fi	(2, 7, 2)
an-fi-te-atr	(3, 2, 4)	ma-no-me-tre	(2, 2, 7)
An-gli-kan	(7, 2)	man-ye-zi-um	(3, 2, 4)
An-ka-ra	(3, 2)	ma-te-ri-ya-list	(2, 2, 2, 2)
an-si-klo-pe-di	(3, 7, 2, 2)	me-bus-luk	(8, 3)
as-ri-leş-tir-mek	(3, 2, 3, 3)	met-he-dil-mek	(3, 2, 3)
baş-ağ-ri-sı	(6, 3, 2)	me-tro-po-lit	(7, 2, 2)
baş-lı-ba-şı-na	(3, 2, 2, 2)	met-ruk-kü	(3, 3, 3)
be-ra-et	(2, 4)	mev-su-ki-yet	(3, 2, 2)
bey-yi-ne	(3, 2)	mo-no-plân	(2, 7)
bil-kül-li-ye	(3, 3, 2)	mu-sah-hah	(2, 3)
bi-na-en-a-leyh	(2, 4, 6, 2)	mü-el-lef	(4, 3)
bi-pa-yan	(2, 2)	nes-het-mek	(3, 3)
Bir-le-şik	(3, 2)	or-to-ğraf	(3, 7)
bi-ta-raf-lik	(2, 2, 3)	pro-to-plas-ma	(2, 7, 3)
can-a-cı-sı	(6, 2, 2)	ri-a-ye-tün	(4, 2, 2)
cüm-hu-ri-ye-ti	(3, 2, 2, 2)	ser-best-çe	(3, 3)
çağ-rı-mak	(3, 3)	tak-si-me-tre	(3, 2, 7)
dağ-a-la-sı	(6, 2, 2)	tay-ya-re-ci-lik	(3, 2, 2, 2)
Dev-let-ler	(3, 3)	türk-çe-si	(3, 2)
ec-ne-bi-lik	(3, 2, 2)	türk-çü-lük	(3, 2)
el-al-tın-dan	(6, 3, 3)	us-ta-lık-lı	(3, 2, 3)
en-ter-nas-yo-nal	(3, 3, 3, 2)	uz-laş-tır-mak	(3, 3, 3)
fa-bri-ka-tör	(7, 2, 2)	ü-leş-tir-mek	(3, 3, 3)
gay-ri-ka-bil	(3, 5, 2, 2)	ül-tra-vi-yo-le	(7, 2, 2, 2)
ha-yır-lı	(2, 3)	va-kit-siz	(2, 3)
hay-si-yet	(3, 2)	Vaş-ing-ton (or Vash-ing-ton)	(7, 3)
hü-kü-met	(2, 2)	ya-ra-şik-sız	(2, 2, 3)
ih-ba-ri-ye	(3, 2, 2)	ye-tiş-mek	(2, 3)

Stress and diacritics

Stress is not marked in Turkish orthography. The only diacritics are the dieresis, cedilla, and circumflex, all of which are explained under Special characters.

Capitalization

Capitalization is practically as in English, but proper adjectives are lower-cased.

Punctuation

Punctuation is similar to that in English, but the comma and dash are used somewhat more frequently than in English.

Abbreviations

A. Ş.	Anonim Şirket, anonymous firm; Inc.	Ml.	Matmazel, Miss
a y n.	aynı müellif, the same author; idem	Mm.	Madam, Mrs.
B.	Bey (Bay), Sir, Mr.	msl.	meselâ, for example, e. g.
B. D.	Birleşik Devletler, United States	No.	Nümero, number
Bl.	Bölük, Company, Co.	Pş.	Paşa, Pasha
Gn.	Genel, General	s.	sahife, page
Hz.	Hazretleri, His Excellency, His Majesty	sk.	sokak, street
ilv.	ilâve, supplement	sm.	santimetre, centimeter
km.	kilometre, kilometer	Şsi.	Şürekası, Company, Co.
M.	Mösyö, Monsieur, Mr.	T. C.	Türkiye Cumhuriyeti, The Republic of Turkey
		T. L.	Türk Lirası, Turkish pound
		v. b.	ve başkalar, and others, et al.
		v. s.	ve saire, etc.

Cardinal numbers

bir	one	otuz	thirty
iki	two	kırk	forty
üç	three	elli	fifty
dört	four	altmış	sixty
beş	five	yetmiş	seventy
altı	six	seksen	eighty
yedi	seven	doksan	ninety
sekiz	eight	yüz	hundred
dokuz	nine	yüz bir, etc.	one hundred and
on	ten		one, etc.
on bir	eleven	iki yüz, etc.	two hundred, etc.
on iki	twelve		thousand
on üç, etc.	thirteen, etc.	bin	
yirmi	twenty		
yirmi bir, etc.	twenty-one, etc.		

Ordinal numbers ²

birinci	first	on birinci	eleventh
ikinci	second	on ikinci	twelfth
üçüncü	third	on üçüncü, etc.	thirteenth, etc.
dördüncü	fourth		twentieth
beşinci	fifth	yirminci	hundredth, etc.
altıncı	sixth	yüzüncü, etc.	thousandth, etc.
yedinci	seventh	bininci, etc.	
sekizinci	eighth		
dokuzuncu	ninth		
onuncu	tenth		

Months

Ocak (Kânunsani)	January	Temmuz	July
Şubat	February	Ağustos	August
Mart	March	Eylül	September
Nisan	April	Ekim (Teşrinevel)	October
Mayıs	May	Kasım (Teşrinsani)	November
Haziran	June	Aralık (Kânunevel)	December

² The ordinals are formed regularly from the cardinals by the addition of *-inci*, *-uncu*, or *-üncü*. in accordance with the principle of vowel harmony.

Days

Pazar	Sunday	Perşembe	Thursday
Pazartesi	Monday	Cumâ	Friday
Salı	Tuesday	Cumartesi	Saturday
Çarşamba	Wednesday		

Seasons

ilkbahar	spring	sonbahar	autumn
yaz	summer	kış	winter

Time

saat	hour	ay	month
gün	day	yıl, sene	year
hafta	week		

REFERENCES.—N. A. McQuown and Sadi Koylan, *Spoken Turkish* (1944); A. Vahid Moran, *Türkçe-İngilizce Sözlük* (1945); James W. Redhouse, *Lûgati, İngilizce-Türkçe* (1950); F. Heuser und İ. Şevket, *Türkisch-Deutsches Wörterbuch* (Istanbul, 1942).

SLAVIC LANGUAGES AND THEIR ALPHABETS

The Slavic languages are usually divided into three groups:

(a) West Slavic, which includes Polish, Sorb or Wendish (also called Lusatian), Czech, and Slovak; Polabian, now extinct, also belongs to this group, as do Kashubian (almost extinct) and Slovincian (extinct). Polish is the language of Poland. Sorb or Wendish is spoken along the river Spree in both Upper and Lower Lusatia. Czech and Slovak are two separate, though very similar, languages; Czech is spoken in western and central Czechoslovakia (Bohemia and Moravia), and Slovak in the eastern part of the country (Slovakia). Polabian was spoken in the regions adjacent to the Elbe River. Kashubian and Slovincian were found in the region around Danzig in Pomerania.

(b) East Slavic, which comprises Russian, Ukrainian, and White Russian. Russian is spoken throughout the Soviet Union, but was originally native only to central and northern European Russia. White Russian is spoken in the White Russian Soviet Socialist Republic. Ukrainian is found in most of the Ukrainian Soviet Socialist Republic; the variety of Ukrainian spoken in what was formerly sub-Carpathian Russia in Czechoslovakia was often referred to as Ruthenian. Ukrainian was formerly called Little Russian, and Russian proper was then designated as Great Russian.

(c) South Slavic, which includes Slovene, Serbo-Croatian, Macedonian, and Bulgarian. Serbo-Croatian is a single literary language, the Serbian areas writing it in the Cyrillic alphabet, while the Croatian areas use the Latin alphabet (in the form given as transliteration for Serbian Cyrillic). Serbo-Croatian is the language of all Yugoslavia, but Slovene is used in Slovenia (northwest Yugoslavia) and Macedonian in Macedonia (southeast Yugoslavia). Bulgarian is spoken in Bulgaria.

The West Slavic languages and Slovene and Croatian have always been written in the Latin alphabet. The other Slavic languages use modern forms of Cyrillic. Cyrillic was devised in the 10th century, being based on the Greek alphabet. It was created for the purpose of writing Old Macedonian, which is usually called Old Church Slavic, and the old form of the alphabet, not given below, is now found only in printed ecclesiastical materials. Old Church Slavic is sometimes called Old Church Slavonic.

Slavic (Cyrillic) alphabets

Russian: А а, Б б, В в, Г г, Д д, Е е, Ё ё, Ж ж, З з, И и, Й й, К к, Л л, М м, Н н, О о, П п, Р р, С с, Т т, У у, Ф ф, Х х, Ц ц, Ч ч, Ш ш, Щ щ, Ъ ъ, Ы ы, Ь ь, Э э, Ю ю, Я я; formerly also used: І і, Ъ ѡ, Ѡ ѡ, Ѳ ѳ

Ukrainian: А а, Б б, В в, Г г, Д д, Е е, Є є, Ж ж, З з, И и, І і, Й й, К к, Л л, М м, Н н, О о, П п, Р р, С с, Т т, У у, Ф ф, Х х, Ц ц, Ч ч, Ш ш, Щ щ, Ъ ъ, Ю ю, Я я, ’; formerly also used: Г ґ, І і

White Russian: А а, Б б, В в, Г г, Д д, Е е, Ё ё, Ж ж, З з, І і, Й й, К к, Л л, М м, Н н, О о, П п, Р р, С с, Т т, У у, Ў ў, Ф ф, Х х, Ц ц, Ч ч, Ш ш, Щ щ, Ы ы, Ь ь, Э э, Ю ю, Я я; formerly also used: Г ґ

Bulgarian: А а, Б б, В в, Г г, Д д, Е е, З з, Ж ж, И и, Ы ѝ, К к, Л л, М м, Н н, О о, П п, Р р, С с, Т т, У у, Ф ф, Х х, Ц ц, Ч ч, Ш ш, Щ щ, Ъ ѡ, Ь ѣ, Ю ю, Я я; formerly also used: Ъ ѡ, Ж ж, Ї-Ж ѣ-ж

Macedonian: А а, Б б, В в, Г г, Ѓ ѓ, Д д, Е е, Ж ж, З з, С с, И и, Ј ј, К к, Ќ ќ, Л л, Љ љ, М м, Н н, Њ њ, О о, П п, Р р, С с, Т т, У у, Ф ф, Х х, Ц ц, Ч ч, Џ џ, Ш ш, ’

Serbian: А а, Б б, В в, Г г, Д д, Ѓ ѓ, Е е, Ж ж, З з, И и, Ј ј, К к, Л л, Љ љ, М м, Н н, Њ њ, О о, П п, Р р, С с, Т т, Ћ ћ, У у, Ф ф, Х х, Ц ц, Ч ч, Џ џ, Ш ш

The Cyrillic alphabet has been adopted recently in the Union of Soviet Socialist Republics for use with various non-Slavic languages, such as Moldavian, Kirghiz, Tajik, Mongolian, and others. Usually the Russian form is used as a base, with special letters added as needed.

Transliteration of Cyrillic alphabets

The transliteration given first place here is that of the United States Board on Geographic Names, adopted in 1944. It is identical with that used by the (British) Permanent Committee on Geographical Names, adopted about the same time. The Board on Geographic Names transliteration has been officially adopted only for Russian, Bulgarian, and Serbian; for the other languages here given it is applied by extending the same principles and supplying new symbols or digraphs as needed. Certain additions to avoid possible ambiguity are also given.

The Library of Congress uses a transliteration that differs at certain points from that of the Board on Geographic Names. These differences are indicated.

In works on Slavic in the fields of linguistics and philology, still other transliterations are used. These are also indicated, the word "linguistics" being used to mean linguistics and philology.

In the list below, the transliterated symbol holds for all six languages when it is not marked. Where different uses are recommended for different languages, or where a letter is used only in some of the languages, these facts are stated.

Alphabets, pronunciation, and transliteration

А	а	<i>a</i>
Б	б	<i>b</i>
В	в	<i>v</i>
Г	г	<i>g</i> in Russian, Bulgarian, Macedonian, and Serbian; <i>h</i> in White Russian and Ukrainian; linguistics, always <i>g</i>
Ґ	ґ	<i>g</i> in White Russian and Ukrainian only; no longer used; linguistics, <i>g̃</i>
Ѓ	ѓ	<i>g'</i> in Macedonian only; linguistics, <i>g'</i>
Д	д	<i>d</i>
Ђ	ђ	<i>d</i> or <i>dj</i> in Serbian only; Library of Congress and linguistics, <i>d̄</i>
Е	е	<i>ye</i> in Russian initially and after a vowel or ѡ or ѣ, <i>e</i> elsewhere; in White Russian, always <i>ye</i> ; in the other languages, always <i>e</i> ; Library of Congress and linguistics, always <i>e</i>
Ё	ё	<i>yě</i> and <i>ě</i> in Russian, as for <i>ye</i> and <i>e</i> ; in White Russian, <i>iw</i> ; not used elsewhere; Library of Congress always uses <i>ě</i> in Russian; linguistics, <i>e</i> or <i>ě</i>
Є	є	<i>ye</i> in Ukrainian only; Library of Congress, <i>ie</i> ; linguistics, <i>ě</i> or <i>je</i>

Ж	ж	<i>zh</i> ; linguistics, <i>ž</i>
З	з	<i>z</i> ; Library of Congress, \widehat{zh} in Ukrainian, <i>ž</i> in Serbian
С	с	<i>dz</i> in Macedonian only; linguistics, <i>z</i> or <i>dz</i>
И	и	<i>i</i> , except in Ukrainian, where it is <i>y</i> ; linguistics, always <i>i</i>
Ї	ї	<i>y</i> ; not used in Macedonian and Serbian; Library of Congress, <i>ÿ</i> ; linguistics, <i>ÿ</i> and <i>j</i>
І	і	\bar{i} in Ukrainian and Russian; <i>i</i> in White Russian; not used elsewhere; no longer used in Russian; Library of Congress and linguistics, \bar{i}
Й	й	<i>yi</i> in Ukrainian only; no longer used; Library of Congress, <i>ÿ</i> ; linguistics, \bar{i} and <i>ji</i>
Ј	ј	<i>j</i> in Macedonian and Serbian only
К	к	<i>k</i>
К'	к'	<i>k'</i> in Macedonian only; linguistics, \acute{k}
Л	л	<i>l</i>
Љ	љ	<i>l</i> or <i>lj</i> in Macedonian and Serbian only; linguistics, \acute{l}
М	м	<i>m</i>
Н	н	<i>n</i>
Њ	њ	<i>n̄</i> or <i>nj</i> in Macedonian and Serbian only; Library of Congress, <i>nj</i> ; linguistics, <i>n̄</i>
О	о	<i>o</i>
П	п	<i>p</i>
Р	р	<i>r</i>
С	с	<i>s</i>
Т	т	<i>t</i>
Ћ	ћ	<i>č</i> in Serbian only
У	у	<i>u</i>
Ў	ў	<i>w</i> in White Russian only; Library of Congress, <i>ŭ</i> ; linguistics, <i>u</i>
Ф	ф	<i>f</i>
Х	х	<i>kh</i> ; Library of Congress uses <i>h</i> for Serbian; linguistics, <i>x</i> and <i>ch</i>
Ц	ц	<i>ts</i> ; Library of Congress, \widehat{ts} for Russian, <i>c</i> for Serbian and Macedonian; linguistics, <i>c</i> ; to avoid ambiguity, Cyrillic тс may be transliterated as <i>t.s</i> , or the Library of Congress symbol for ц may be used
Ч	ч	<i>ch</i> , except \acute{c} in Macedonian and Serbian; linguistics, \acute{c}
Ї	џ	<i>dž</i> in Macedonian and Serbian only; linguistics, <i>ǰ</i>
Ш	ш	<i>sh</i> , except \acute{s} in Macedonian and Serbian; linguistics, \acute{s} ; Library of Congress uses \widehat{sh} in Ukrainian to avoid ambiguity with $\text{cr} = sh$
Щ	щ	<i>shch</i> in Russian, White Russian, and Ukrainian; <i>sht</i> in Bulgarian; not used in Macedonian and Serbian; linguistics, \acute{s} and $\acute{s}\acute{c}$ (or $\acute{s}t$ for Bulgarian)
Ъ	ъ	double apostrophe (") in Russian and Bulgarian; not used elsewhere; Library of Congress, "'; linguistics, \grave{u}
Ы	ы	<i>y</i> in Russian and White Russian only
Ь	ь	single apostrophe ('); not used in Macedonian and Serbian; Library of Congress, ' ; linguistics, \acute{y}
Ѣ	ѣ	<i>ye</i> and \bar{e} in Russian, no longer used; <i>ye</i> in Bulgarian, no longer used; not used elsewhere; Library of Congress, \bar{e} ; linguistics, \bar{e}
Ә	ә	<i>e</i> in Russian (or \bar{e} to avoid ambiguity); \bar{e} in White Russian; not used elsewhere; Library of Congress, \bar{e} ; linguistics, \bar{e}

Ю ю	<i>yu</i> ; not used in Macedonian and Serbian; Library of Congress, <i>ŭ</i> ; linguistics, <i>ü</i> and <i>ju</i>
Я я	<i>ya</i> ; not used in Macedonian and Serbian; Library of Congress, <i>ā</i> ; linguistics, <i>ä</i> and <i>ya</i>
Ѡ ѡ	<i>f</i> in Russian only; no longer used
Ѣ ѣ	<i>y</i> in Russian only; no longer used
Ѥ ѥ	<i>ǎ</i> in Bulgarian only; no longer used; Library of Congress, <i>ǔ</i> ; linguistics, <i>ǝ</i>
І-Ѧ І-ѧ	<i>yǎ</i> in Bulgarian only; no longer used; linguistics, <i>ǝ</i> or <i>jǝ</i> , Ukrainian and Macedonian only, instead of older Ѣ; transliterate by double apostrophe (''), single apostrophe (') is used for Ѣ in Ukrainian; linguistics, '

The old form of Cyrillic used for Old Church Slavic had letters similar in shape to а, б, в, г, д, е, ж, з, с, и, і, к, л, м, н, о, п, р, с, т, у, ф, х, ц, ч, ш, щ, ъ, ы, њ, ѣ, ю, ѥ, і-ѧ, ѡ, and в. In addition there were ω (Greek) = *ō*, іа (equal to modern я), і-е (equal to Ukrainian е), Ѧ = *ε* (nasal *e*), іѦ = *ě* (*ye* or *jě*), ξ (Greek) = *ks* (*x*); ψ (Greek) = *ps*; Ѣ appeared as Ѣі or Ѣ, and also as Ѣи (*ǎi*, *ǎ*, *ǎi*). A still older form of this alphabet, the Glagolitic, has letter shapes that are very different from those of the original Greek or modern Cyrillic; this alphabet lacked the letters ω, ы, і-а, і-е, ξ, ψ, but had a letter corresponding to Serbian ѣ.

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[Numbers in parentheses refer to rules; *italic* indicates exact terminology]

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